College Directory

For general information on Morton College dial the main campus phone number, (708) 656-8000. For specific information on programs and services, visit the corresponding offices or dial (708) 656-8000 along with the appropriate extension.

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*Room locations followed by an asterisk (*) are located within the Student Success Center; 2nd floor, Building C

For information on:

Financial aid
The Financial Aid Office at (708) 656-8000, Ext. 2428, can provide information on the various forms of financial aid and scholarships.

Paying your tuition
The Cashier’s Office at (708) 656-8000, Ext. 2268, can provide information on tuition payment options and due dates.

Registering for courses
The Academic Advising Center at (708) 656-8000, Ext. 2250, will help set up an appointment to meet with an Academic Advisor.

Obtaining a Student ID
The Student Activities Office at (708) 656-8000, Ext. 2262, can provide information on when and where ID cards may be obtained.

Campus Police
The Campus Police Office at (708) 656-8000, Ext. 2200, can provide assistance with vehicle/room lock-outs, automobile jump starts, escort to vehicles and lost and found.

Placement testing
The Testing Center at (708) 656-8000, Ext. 2250, will help schedule an appointment to take placement testing.

Adult Education programs, including ESL and GED courses
The Adult Education Office at (708) 656-8000 can provide information about upcoming courses. For ESL information in English, dial Ext. 2393 or 2394. For ESL information in Spanish, dial Ext. 2373 or 2374. For GED information, dial Ext. 2373 or 2374.

Transferring college credits
Please call (708) 656-8000, Ext. 2250 to set up an appointment to meet with an Academic Advisor.

Para español, (708) 656-8000, opción 2.

IMPORTANT DISCLAIMERS

Tuition and Fees - Tuition and fees are subject to change by official action taken by the Morton College Board of Trustees. Review of tuition and fees will occur at times deemed necessary by the Board in conjunction with the College administration. For up-to-date information, please visit our website at www.morton.edu.

Course Cancellations - Courses will be held as scheduled unless cancelled due to insufficient enrollment or other College considerations. The College reserves the right to cancel any course for insufficient enrollment or for other reasons deemed necessary by the College. The College, at its discretion, may adjust course starting and ending dates as well as meeting times or days. Should a course be canceled, a full refund of tuition and fees will be issued.

For more information, please see the Tuition Refund Schedule on our website at www.morton.edu.

Licensure Requirements - Students enrolling in instructional programs with state and/or federal licensure requirements, including residency and employment eligibility requirements, should contact the appropriate regulatory agency prior to enrolling in classes.
Get your degree or certificate! We offer classes in the following subjects:

- Accounting
- Art
- Automotive Technology
- Biology
- Business Management
- Chemistry
- Computer Assisted Design (CAD)
- Computer Information Systems
- Computer Science
- Early Childhood Education
- Economics
- Engineering
- English
- Fire Sciences
- Simulation & Game Development
- Health Information Technology
- Heating, Ventilation, Air Conditioning and Refrigeration
- History
- Humanities
- Law Enforcement
- Mathematics
- Music
- Nursing
- Office Management Technology
- Philosophy
- Physical Education – Activity & Health Courses
- Physical Therapist Assistant
- Physical Science
- Political Science
- Psychology
- Sociology
- Spanish
- Speech and Theatre Arts
- Supply Chain Management
- Therapeutic Massage
- Welding

We also offer non-credit courses for career and personal development as a part of Community and Continuing Education programming. See page 58.

Check out our non-credit course online at careertraining.ed2go.com/morton and www.ed2go.com/morton. See page 60.

Para información en español, llame al (708) 656-8000, oprima dos.
HOW TO REGISTER FOR COURSES

Registering for courses at Morton College is easy. We give you two options—choose the method that's best for you.

IN-PERSON
To register stop by the Office of Admissions and Records or Academic Advising located on the first floor of Building B. Registration days and times are listed in the box below.

ONLINE

This booklet provides the necessary information to assist you in the registration process. Students who qualify for special tuition rates or tuition adjustments, or who have registration or financial aid restrictions, must register in-person. Students who sign up for an E-cashier Tuition Payment Plan must register online at http://my.morton.edu.

For additional information:
• GO TO page 6
• VISIT morton.edu
• CALL (708) 656-8000, Ext. 2268

STILL HAVE QUESTIONS?

Para información en español, llame al (708) 656-8000, oprima dos.

FALL 2020 REGISTRATION SCHEDULE

In-person registration will take place in the Office of Admissions and Records, first floor of Building B, on the following dates:

OPEN REGISTRATION
April 6 - May 15
8:30 a.m. to 7:30 p.m. Monday – Thursday
8:30 a.m. to 4:00 p.m. Friday

May 18 - August 7
8:30 a.m. to 7:30 p.m. Monday - Wednesday
8:30 a.m. to 4:00 p.m. Thursday
College Closed on Friday

August 10 - August 17
8:30 a.m. to 7:30 p.m Monday - Thursday
8:30 a.m. to 4:00 p.m. Friday

August 15
9:00 a.m. to 1:00 p.m.

*Students are discouraged from registering for any class after that class has already met. However, with the written approval of the instructor on an Registration/Add-Drop Form, a student may register for a course up to six calendar days after a class has met. Registration for a course after these six calendar days is prohibited.

**A non-refundable $50 late registration fee applies for those students who register late.
Morton College's PANTHER PORTAL is your safe, secure and convenient way of:
- Adding or dropping courses
- Viewing or printing your course schedule
- Paying your current balance
- Viewing your personal information
- Printing your grades

HOW TO LOGIN TO PANTHER PORTAL:
1. From the Morton College website (morton.edu), click on Quick Links in upper right-hand corner and select Panther Portal.
2. First time users, click on “Click here to find my user ID”. You will need to provide your Last Name and your 9-digit SSN or your Student ID number (if known). Once you have your user ID, you may proceed to Step 3.
3. Login with your user ID and password. Default password format: First initial (uppercase), last initial (lowercase), last 4 of SSN, month & day of birth (MMDD). If you did not provide an SSN on your application, enter 4 zeroes in place of last 4 of SSN.

ENROLLING IN PASSWORD SELF-SERVICE:
1. On the Panther Portal login page, click on “Enroll in Password Self-Service”.
2. Enter your user ID and password and click “Ok”.
3. Select “Enroll in Password Self-Service”.
4. Set up the 3 security questions and click “Save”. You are now enrolled in Password Self-Service, which enables you to change/lock/manage your own password should you ever forget your password or get locked out of your account.

AFTER LOGIN
Search for classes
1. Click on Registration under Panther Central menu on lower right-hand side of the screen (first time users will see web advisor screen)
2. Click Search for Sections
3. Select Term or enter dates

REGISTER FOR CLASSES
1. Click Registration
2. Click Register and Drop Sections
3. Enter Section and Register
4. View your Class Schedule
5. Click Academic Profile
6. Click My Class Schedule
7. Select Term and Click Submit (Click the PRINT PAGE button to print your schedule)

Recommended Browsers:
- PC–Internet Explorer
- MAC–Firefox

Online registration is available now through the first day at the beginning of the semester. If you are unable to register online, you must come to the Office of Admissions and Records to register. Morton College cannot guarantee that all the classes listed in the online schedule will be available at the time of in-person registration. Class availability is subject to change. Morton College reserves the right to cancel classes if there is insufficient enrollment.

You may pay using Visa, MasterCard or Discover by clicking “Pay Online Now” next to “Amount Due.” Fill out the secure online form and click “Submit Transaction.” This may take several seconds. Only click the button once. You may also mail in your tuition payment or pay in person at the Cashier’s window, first floor, Building B. Students receiving financial aid, veterans’ benefits, student loans or private scholarships are required to contact the Financial Aid Office at (708) 656-8000, Ext. 2428, after registering online.
NEW STUDENT REGISTRATION

FOR STUDENTS WHO:

- ARE NEW TO MORTON COLLEGE
- HAVE NOT ENROLLED IN COURSES AT MORTON COLLEGE IN THE LAST FIVE YEARS

1. FILL OUT NEW STUDENT INFORMATION FORM

Pick up a New Student Information Form from the Office of Admissions and Records located in Building B, first floor.

If you plan to earn a degree or certificate, also submit the following information:

- Official and sealed high school transcript or GED test scores
- Official and sealed transcripts from all colleges previously attended
- International Students are encouraged to submit evaluated transcripts through Educational Credit Evaluators (http://ece.org).

To obtain transcripts, contact the school district (high school), previous college, or organization that facilitated your test (GED®). Also complete a Request for Transcript Evaluation form if you plan to use credit earned at another college toward a degree or certificate program at Morton College. Forms are available in the Office of Admissions and Records.

If you do not intend to earn a degree or certificate, submit only your New Student Information Form. You must reapply if you have attended Morton College before but have not enrolled in the last five years.

To obtain an enrollment package, contact the Office of Admissions and Records at (708) 656-8000, Ext. 2346.

If you would like to take a tour of Morton College, please call (708) 656-8000, Ext. 2359.

2. PLACEMENT TESTING

Students intending to enroll in an English or Mathematics course must complete placement testing. Placement testing determines proficiency in English, reading and mathematics, helping you to register for courses that best develop your skills in these essential areas. To learn more about placement testing, call (708) 656-8000, Ext. 2250.

3. ATTEND NEW STUDENT ORIENTATION

All new students should RSVP at (708) 656-8000, Ext. 2250 to attend Morton College New Student Orientation. The program provides orientation to the college and an opportunity to speak with academic advisors and register through the portal.

INCOMING TRANSFER STUDENTS SHOULD MEET WITH AN ACADEMIC ADVISOR: Stop by our academic advising office to meet with your assigned academic advisors or to make an appointment. Here you can discuss placement results, transcripts, and academic planning for your registration.

4. SELECT COURSES AND REGISTER

Register for courses in the Office of Admissions and Records located on the first floor of Building B or online at http://my.morton.edu. Students enrolling in instructional programs with state and/or federal licensure requirements, including residency and employment eligibility requirements, should contact the appropriate regulatory agency prior to enrolling in classes.

To qualify for course registration and to qualify for the in-district tuition rate, proof of residency or proof that you work in the District is required. A current driver’s license, voters registration card, recent utility bill, current bank statement, State of Illinois ID card or matricula are acceptable forms of identification. Students who register late will be charged a $50 late fee. To utilize Alumni waiver, registration must be done in the Office of Admissions and Records no earlier than two weeks prior to the start of class.

5. PAY TUITION AND FEES

Students will receive a tuition bill at the time of registration. Students are responsible for all tuition and fees. The college will refund tuition and fees if the student completes the official withdraw procedures within the published refund schedule. Requests to withdraw from courses are not taken by phone. It is the student’s responsibility to officially withdraw from classes. Note: Students who do not pay their tuition and fees by the due date may be dropped from the courses. Students dropped for non-payment may re-register without a guarantee they will enroll for the same course schedule.

Students who fail to meet their financial obligation to the college will be excluded from future enrollment. Furthermore, all records and transcripts will not be released until the financial obligation has been completed. If necessary, student accounts will be turned over to a collection agency.

6. OBTAIN STUDENT ID CARD

To obtain a student ID card or to have your current ID card validated visit the Student Activities Office, Student Success Center, 2nd Floor, Building C with a valid ID. For more information, call (708) 656-8000, Ext. 2262.

7. PURCHASE BOOKS

Once you receive your course schedule, you may purchase required books and materials at the Bookstore located in Room 134C.
TRANSFER STUDENT REGISTRATION

FOR STUDENTS WHO ARE TRANSFERRING TO MORTON COLLEGE FROM ANOTHER COLLEGE OR UNIVERSITY

1. **COMPLETE NEW STUDENT INFORMATION FORM**
   Visit the Office of Admissions and Records located on the first floor of Building B and submit your New Student Information Form for processing.

2. **PROVIDE TRANSCRIPTS**
   Arrange to have your sealed, official high school, GED and/or previous college(s) transcripts sent to Morton College.

3. **COMPLETE PLACEMENT TESTS**
   Placement testing is required prior to registering for an English or mathematics course. You may be exempt from placement testing based on previous college credit or ACT scores. Students are strongly encouraged to secure an appointment with an Academic Advisor.

4. **REGISTER FOR COURSES**
   If you need assistance with credit course selection, contact the Academic Advising Center at (708) 656-8000, Ext. 2250. You may also register for courses via our Panther Portal at http://my.morton.edu

5. **PAYMENT OF TUITION**
   Choose from several payment options and pay tuition and fees by the deadline indicated in the Tuition Payment Schedule. See page 12.

Check us out on the web!
morton.edu
FALL 2020 SCHEDULE

How do I apply for financial aid?
To apply for need-based federal grants, student loans and work-study, all students must complete the Free Application for Federal Student Aid (FAFSA). Morton College's federal school code is 0017287692. To sign your FAFSA online, you and a parent (if you are a dependent student) must have a Federal Student Aid (FSA) ID number and FSA password. If you don’t have a FSA ID number, apply for one now at fsaid.ed.gov. Tax filers are encouraged to use the IRS Data Retrieval Tool when completing the FAFSA.

How do I apply for the Illinois Monetary Award Program (MAP)?
The MAP program is a limited award on a first-come, first-served basis to those who submit their FAFSA early. To increase your chances of being a recipient, file the FAFSA as soon as it becomes available on Oct. 1 each year. Visit the Illinois Student Assistance Commission for complete information on the MAP grant.

How do you determine my eligibility for need-based aid?
The process used to determine need for federal funds is the same at every public and private college in the United States. Using the information from your FAFSA, a formula known as Federal Methodology is applied to determine your “Expected Family Contribution” (EFC), which is the estimated dollar amount your family is expected to contribute toward college costs. Your FAFSA data and the calculated EFC are forwarded to the financial aid office at the colleges you indicated on the FAFSA. Your EFC is subtracted from the cost of attendance (COA) of the schools you have applied to or are currently enrolled in to determine your financial need.

What is the difference between need-based and merit-based aid?
Need-based aid is awarded on the basis of demonstrated financial need on the part of the family; merit-based awards are made on the basis of relevant credentials, talents or achievements of the student and are not influenced by the demonstrated financial need of the family.

Does Morton College offer scholarships?
The Morton College Foundation offers a variety of scholarships. Eligibility factors for these scholarships vary and are determined by the donors. The application period is January through March for the following academic year. Students should apply directly with the Foundation for consideration.

When is the deadline to apply for financial aid?
Students should complete the FAFSA as early as possible to be considered for most grants. All requested documents should be submitted no later than 30 days after the end of the term (summer deadline is Aug. 1). To be eligible for book assistance, all documents must be submitted by July 1 for fall, Dec. 1 for spring and May 1 for summer.

What is Morton’s federal school code for the FAFSA?
Our federal school code is 001728.

Should I wait until I am accepted to Morton before applying for financial aid?
No. File the FAFSA by our priority deadline March 1 or as soon as possible thereafter. You must complete a Morton College application and include your social security number for the Morton’s Financial Aid office to receive your FASFA.

Our tax returns aren’t ready. Should I fill out the FAFSA?
No. The best thing to do is complete the FAFSA by the March 1 priority deadline, even if you have to estimate your income tax information. You can correct your processed FAFSA once your federal tax returns are available.

Do I have to fill out the FAFSA if I only want a Direct Loan?
Yes. A Federal Direct Loan is a form of financial aid so the federal government requires you to complete the FAFSA.

What is the difference between Federal Direct Subsidized and Unsubsidized Loans?
The government pays the interest on subsidized loans while the student is enrolled at least half-time and during periods of deferment. The student is responsible for all interest that accumulates on unsubsidized loans. Visit the Federal Student Aid website for more information about federal loans.

What happens after I apply for financial aid?
A preliminary EFC (Expected Family Contribution) and SAR (Student Aid Report) will be generated after the FAFSA is filed. If you provided a valid email address and your application was processed successfully, you will receive an email with instructions on how to access your electronic SAR. If you have made a mistake after submitting the FAFSA, you will have to wait until after your application has been processed to make corrections. Corrections can be made through Corrections on the Web. It can take up to 14 days for your school to receive your information.

When will I receive my financial aid award?
Assuming the deadlines are met, applicants will receive their award letters by the end of May. Log in to the portal to view this information.

When will my financial aid be disbursed to my account?
Assuming the deadlines are met, applicants will receive their award letters by the end of June. Log in to the portal to view this information.

My family’s financial situation has changed dramatically since we filled out the FAFSA. Can the Financial Aid Office review my eligibility?
Yes, federal regulations permit a financial aid administrator to use “professional judgment” to review and possibly recalculate information submitted on the FAFSA if the prior year’s information on the FAFSA is not representative of the family’s current situation. These situations usually involve changes in employment status, high medical costs or death of the primary provider. Contact the Financial Aid Office if your family has special circumstances that impact their ability to pay educational expenses. Please note: These situations are viewed on a case-by-case basis and are not a guaranteed approval.
Can I apply for financial aid as an independent student?
An independent student is eligible for federal aid if he or she meets the requirements listed on the Federal Student Aid website.

I do not meet the federal definition of an independent student, but I have not lived with my biological parents for many years. How do I fill out the FAFSA?
By federal law, the following conditions do not warrant a dependency override:
- Parents refuse to provide information on the Free Application for Federal Student Aid (FAFSA) application or for verification
- Parents do not claim student as a dependent for income tax purposes
- Parents unwilling or unable to contribute to student’s education
- Student demonstrates self-sufficiency.
If you can provide documentation of exceptional circumstances to demonstrate why you should be considered independent, contact the Financial Aid Office for assistance.

I am an international student. What financial aid am I eligible to receive?
Federal and state financial aid is not available to international students. However, limited institutional scholarships, external scholarships and private/alternative student loans are available.

How many credits must I take to receive financial aid?
Students must be enrolled in eligible programs and applicable courses for the following awards:
- Pell Grant – 1 credit hour
- MAP Grant – 3 credit hours
- Loans, Federal Work-study, SEOG – 6 credit hours
- External/internal Scholarships – Based on donor requirements.

What is the difference between a drop and withdraw?
A drop occurs during the refund period and does not appear on your transcript. If you drop a course, your enrollment will be reduced and the amount you are eligible for will change.
A withdrawal occurs after the refund period and will appear on your transcript as a “W” grade.
If you withdraw from a course, your enrollment is locked and will not change, unless:
- You completely withdraw officially/unofficially from the college
- You never begin attendance in the course.

What is the difference between officially and unofficially withdrawing?
Officially Withdrawing - When students stop attending or academically participating in a course, they must report this information to the Registration office immediately by officially removing themselves from the course. This can occur during the drop or withdrawal periods during the term. For example: Abby is enrolled and begins attending English 101 that meets from Aug. 20, 2016 to Dec. 15, 2016. On Sept. 30, 2016, Abby is in a car accident and is advised by her doctors not to return to school. Abby logs into Panther Portal and “officially” withdraws from the course. Since this occurred after the refund period, a “W” grade will appear on her transcript.

Unofficially Withdrawing
When students stop attending or academically participating in a course and fail to remove themselves from the roster, the student “unofficially withdrew” from the course. This can occur during the drop or withdrawal periods during the term. For example: Abby is enrolled and begins attending COM 101 that meets from Aug. 20, 2016 to Dec. 15, 2016. On Sept. 30, 2016, Abby is in a car accident and is advised by her doctors not to return to school. However, Abby forgets to withdraw from her COM 101 course and is still listed as enrolled. Abby’s last class attended was Sept. 26, 2016. Her professor last received a homework assignment dated Sept. 27, 2016. Since Abby didn’t notify her school she would not be returning, the school determines that Abby “unofficially withdrew” on Sept. 27, 2016 (the last log of academic activity).

Is there an easy way I can estimate the monthly repayment for a student loan or a parent loan?
Yes. For both student and parent loans, you can estimate monthly payment amount and total interest at finaid.org. Click on Calculators.

Do I have to re-apply for financial aid every year?
Yes. To re-apply for need-based federal and state grants, student loans and work-study, all students must complete the Free Application for Federal Student Aid each year. Our federal school code is 001728. Students will be notified if additional forms are needed.

If I receive an offer of financial assistance in my first year, am I guaranteed assistance in all four years?
Students may expect the same level of assistance provided they continue to meet financial eligibility and re-apply each year. The amount of assistance can change significantly when fewer children attend college or the family income increases dramatically. Students also must maintain Satisfactory Academic Progress. Awards are for the academic year only.

I have applied for several outside scholarships. Will my award change if I receive scholarships from outside organizations?
Morton encourages students to apply for outside scholarships to supplement aid offered by the college. Students are responsible for completing the “Outside Resource Notification” form to notify the Financial Aid Office if they are awarded scholarships, grants or employer-based tuition assistance by outside organizations. A copy of the scholarship notification should be forwarded to the office as soon as possible. Unless the outside organization indicates otherwise, the scholarship will be credited 50 percent toward fall semester and 50 percent toward spring semester. Once you report your other resources, your award will be repackaged. If you continue to show unmet need, an adjustment to aid may not be necessary. Students receiving need based assistance cannot have a total aid package that exceeds their demonstrated need.

What if the PLUS loan is denied?
You may be eligible for additional unsubsidized funds. Contact the
What is verification? Why was I selected? Why do I have to send you extra paperwork?

Some students are selected for a review process called verification. The U.S. Department of Education uses certain criteria to select students for verification. Schools are required to collect specific information and/or documents from the student. The school then must review the documents to verify the accuracy of your FAFSA. This process must be completed before aid can be confirmed and released.

Why can’t you talk to me about my child’s financial aid?

Morton College is required by law to enforce FERPA, which states we can only disclose information to the student unless written consent has been provided by the student to share information with someone else. The “Authorization to Release Information (FERPA)” form is in the Office of Admissions and Records (OAR).

Does MC offer a monthly payment plan to help pay tuition/fees?

Full payment or partial payment must be made at the time of registration. Partial payment plans require a down payment of 25 percent plus the $25 nonrefundable partial payment fee. Students who are dropped for nonpayment must re-register for classes. Re-registration will be permitted based on course availability. Payments must be made at the time of re-registration. All students are charged a $25 nonrefundable one-time, re-registration fee. Students who register for summer classes must make a payment (33 percent) the same day as registration. Students who fail to make full or partial payment will be dropped from their courses at the close of each business day. Courses are dropped nightly if you do not have the minimum tuition payment (fall and spring—25 percent of tuition; summer—33 percent) except for two circumstances:

1. If you have a complete financial aid file and show eligibility with the Financial Aid Office.
2. Your tuition is covered by a sponsorship and your completed paperwork has been submitted to the Cashier’s Office prior to registration.

Note: The college does not mail tuition bills. For more information regarding payment options, contact the Cashier’s Office at (708) 974-5715, Building S, Room S105.

Can I receive financial aid for noncredit classes?

The Illinois Veterans Grant and Illinois National Guard Grant are available for noncredit classes. However, most other federal and/or state aid covers only credit classes applied toward a degree or certificate program.

Can I receive financial aid if I already have a bachelor’s degree?

The federal and state grants are available for undergraduate students only. Once you have a bachelor’s degree or a first professional degree, you are generally not eligible for Pell or Federal Supplemental Educational Opportunity Grants (FSEOG). Scholarships and student loans may be available to eligible students.

What should I do if I am not able to use the IRS Data Retrieval Tool?

You can obtain a tax return transcript (summary of tax information) online from an Internal Revenue Service Office or by calling (800) 829-1040.

Is there financial aid for summer school?

Students who do not exhaust their yearly allocation may have Pell Grant eligibility left for summer. Student loans are available if the student enrolled in at least six credit hours, is seeking a financial aid eligible program, has loan availability remaining for the year, and is within loan limits. Students can check their loan eligibility to ensure funds remain.

Note: Students must meet Satisfactory Academic Progress requirements during all terms of enrollment.

Which programs and classes are ineligible for financial aid?

To be eligible for federal and state financial aid, a student must be enrolled in a program that is at least 15 weeks in length, offers 16 credit hours and no more than 25% of its course work is held at facilities not approved by the Department of Education. An example of an ineligible program is the Nursing Assisting certificate because it is only eight credit hours in length. See page 19 for a complete list.

Note: All courses must be applicable to your program of study. Typically, AA and AS degrees allow electives to be a part of the program. However, certificate and AAS programs are more strict and don’t allow for electives. It is the student’s responsibility to ensure their courses are financial aid eligible.

What is the next step after completing my FAFSA?

After completing your FAFSA, you must fill out a Morton College application if you have not already done so. You also need to activate your Morton College email account and check it regularly. Once the Financial Aid Office receives your FAFSA, we will email you what documents you need to complete and submit to our office to begin the verification process. Once this process is complete, you can view your award letter on the Panther Portal.
Management Information Systems (MIS)

The Management Information Systems (MIS) Department provides expert, friendly and effective technical support and creative technology solutions to Morton College students, faculty and staff. We are happy to answer any questions regarding:

- Panther Portal
- Blackboard
- E-mail
- Morton College Website
- Wireless
- Multimedia/Computer Equipment Requests
- Duplication
- System Maintenance/Backup Dates and Times

HelpDesk

The staff of the HelpDesk is available to resolve systems, software and equipment issues for College community members during hours of operation. The HelpDesk can be contacted by:

- Phone: (708) 656-8000, Ext. 2444
- E-mail: helpdesk@morton.edu
- Submitting an Online ticket via the Panther Portal
- Visiting the HelpDesk in Building B, Room 232

When submitting a Helpdesk Ticket, please make sure you include the following:

- Detail of your issue (password, blackboard, etc.)
- Your full name
- Date of Birth
- Last 4 digits of your Social Security Number/Student ID
- A call back phone number

By following this guideline, MIS will be able to resolve your issue more quickly.

Hours of Operation

Monday - Thursday, 8 AM to 9 PM
Friday, 8 AM to 8:30 PM
Saturday, 9 AM to 1 PM

Panther Portal

Morton College’s student portal allows students to:

- Access student e-mail
- Register for courses
- Set up payment plans
- View registration statements
- View financial aid awards
- Read important campus announcements and campus news
- Learn about upcoming campus events
- and much more!

MIS invites feedback on how we can improve our processes and provide better service to all members of the College community.
FINANCIAL INFORMATION

TUITION AND FEE PAYMENTS

It is strongly recommended that payment be made at time of registration. Make your payment in the Cashier’s Office (first floor, Building A). Fall semester hours are:

8:00 a.m. to 8:00 p.m. Monday—Thursday
8:00 a.m. to 4:30 p.m. Friday

You may use Visa, MasterCard or Discover. pay by personal check, cash or pay online through the Student Portal. A Nelnet deferred payment plan is also available.

PAYMENT DEADLINE

If you register:  
April 9- July 6  
On or after July 7

Payment is due:

Full payment is due the same day of registration OR sign up for a payment plan.

Students will receive a tuition bill at the time of registration. Students are responsible for all tuition and fees. The college will refund tuition and fees if the student completes the official withdrawal procedures within the published refund schedule. Requests to withdraw from courses are not taken by phone. It is the student’s responsibility to officially withdraw from classes. Note: Students who do not pay their tuition and fees by the due date may be dropped from the courses. Students dropped for non-payment may re-register without a guarantee they will enroll for the same course schedule.

Students who fail to meet their financial obligation to the college will be excluded from future enrollment. Furthermore, all records and transcripts will not be released until the financial obligation has been completed. If necessary, student accounts will be turned over to a collection agency.

COURSE EXCHANGE

You may exchange one course for another (drop and add) during the 100% refund period.

You will be responsible for paying any additional tuition and fees that may result from the new course. Course drops will be subject to a refund based on the Tuition Refund Schedule.

TUITION AND FEES CHART*

<table>
<thead>
<tr>
<th>Credit Hours</th>
<th>Comprehensive Fee</th>
<th>Technology Fee</th>
<th>Repair/ Renovation</th>
<th>Reg Fee</th>
<th>In-district Tuition</th>
<th>In-district Total</th>
<th>Out of District Tuition</th>
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<th>Out of State/ International Tuition</th>
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<td>158.00</td>
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<td>286.00</td>
<td>300.00</td>
<td>350.00</td>
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<td>13.50</td>
<td>13.50</td>
<td>33.00</td>
<td>10.00</td>
<td>162.00</td>
<td>232.00</td>
<td>354.00</td>
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<td>4,248.00</td>
<td>4,978.00</td>
<td>5,400.00</td>
<td>6,130.00</td>
</tr>
</tbody>
</table>

* Tuition and fees are subject to change by official action of the Board of Trustees. For the latest information, visit morton.edu
** Total amount includes tuition, comprehensive, technology and registration fees for credit hour courses; course and lab fees are additional, as required.
TO DROP A COURSE OR WITHDRAW

Students may withdraw or drop a course online through the Panther Portal or through the Office of Admission and Records by completing a drop form. The date of your official withdrawal determines both your final grade and whether you will receive a refund for the course.

COURSE CANCELLATIONS

Courses will be held as scheduled unless canceled due to insufficient enrollment or other College considerations. The College reserves the right to cancel any course for insufficient enrollment or for other reasons deemed necessary by the College. The College, at its discretion, may adjust course starting and ending dates as well as meeting times or days. Should a course be canceled, a full refund of tuition and fees will be issued. For more information, please see our website at morton.edu.

FINANCIAL AID

Financial aid is available in the form of federal and state grants, loans, work-study and local scholarships. To become eligible for financial aid, complete the Free Application for Federal Student Aid (FAFSA) or apply online at www.FAFSA.ed.gov to generate a Student Aid Report (SAR).

Within 14 business days you will receive an email from Morton College listing the required document(s) needed to complete your financial aid application. Please note: All documents required must be completed and submitted prior to a determination of eligibility. Those applying early will be given priority consideration for these limited funds. Financial aid forms are available in the Financial Aid Office, Room 232B.

Remember you can see the status of your financial aid application on the Panther Portal under Financial Aid Self Service.

Fall semester Financial Aid Office hours of operation are:
8:30 a.m. to 7:30 p.m. Monday—Thursday
8:30 a.m. to 4:00 p.m. Friday

VETERANS’ BENEFITS

Morton College is an approved educational institution for training veterans. The Financial Aid Office has applications for all federal and state veterans’ programs. Students intending to utilize their benefits this semester must contact the Financial Aid Office and complete a Veterans’ Benefit Sign-Up Sheet. This form must be completed every semester to continue benefits at Morton College. Applications, forms and more information are available in the Financial Aid Office, Room 232B. For more information, call (708) 656-8000, Ext. 2228.

REFUND POLICY

Refunds for tuition and fees only occur when official withdrawal procedures are properly completed within the advertised Tuition Refund Table located on the next page of this course schedule. Telephone requests to be withdrawn from courses are not accepted. The college does not grant refunds to students who:
• voluntarily enlist in military service following the close of the refund period
• are dismissed for disciplinary reasons
• are financially obligated to a college department or office at the time of withdrawal
• withdraw from courses after the posted deadline

THE COLLEGE MAY AWARD 100% REFUNDS AND LATE withdrawals to students who present documented extenuating circumstances. Extenuating circumstances include: serious illness or injury to the student that required extended recovery, death or serious illness of an immediate family member, significant trauma in the student’s life that impaired the student’s emotional and/or physical health. Third-party verifiable documentation is required to have a refund request considered by the committee. Refund requests must follow the Student Complaint and Grievance Procedures. Completed packets must be submitted to the Dean of Student Services via the Academic Advising Office located on the 1st floor of B Building. All requests must be completed within 30 college-business days of the end of the term in question.

Morton College reserves the right to approve or deny any claims. Appeals to the decision must be made, in writing, to the Provost.

SPECIAL TUITION RATES

IN-DISTRICT EMPLOYEE TUITION RATE

Employees of profit and nonprofit businesses or agencies located within the College district may enroll in Morton College courses at the in-district tuition rate with written approval of their employer. Verification of employment must be on company letterhead and include supervisor name, title of supervisor, contact phone number of supervisor and student’s job position. To be eligible for this special tuition rate, employment verification must be presented at the time of initial registration for the semester.

More information and employment verification forms are available in the Office of Admissions and Records located on the first floor of Building B.

Employees of profit businesses and non-profit organizations located within Morton College’s district, District 527, may enroll in courses at the in-district rate with written approval from their employer. An employer’s written approval must be on company letterhead and include a supervisor’s name, title, contact and phone number as well as the student’s job title and responsibilities. To be eligible for the special tuition rate, employment verification must be presented at the time of initial registration for the semester. To continue to be eligible for special

continued on next page
tuition rate, the student must submit employment verification every semester the student will be attending Morton College and submit this at the time of registration.

SENIOR CITIZEN TUITION RATE
Morton College is committed to the principle of life-long learning and, therefore, waives tuition and the registration fee for its senior citizens (age 62 or older at time of registration) for credit and non-credit courses. Laboratory and other fees will be assessed where applicable. Additionally, the cost of books and personal supplies for classes are not covered by this waiver.

NELNET TUITION PAYMENT PLANS
If your total tuition and fees exceed $100, you may be eligible for an Nelnet Tuition Payment Plan. A nonrefundable service fee is added to the total bill, and an initial payment is required. The remaining balance will be due and payable in installments as outlined in the Nelnet Tuition Payment Plans Schedule.

To be eligible for a Nelnet Tuition Payment Plan, students must have settled all previous outstanding account balances with Morton College and total tuition and fees must exceed $100. Enrollment in a Nelnet Tuition Payment Plan is available only online at Panther Portal located at: https://my.morton.edu.

The payment plan can accommodate down payments and monthly payments. Down payments are deducted immediately from the financial account provided on the agreements. Nelnet Tuition Payment Plans are not available for the summer semester after August 24, 2020.

<table>
<thead>
<tr>
<th>TUTION AND FEES OVERVIEW*</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TUITION</strong></td>
</tr>
<tr>
<td>In-District Resident (per credit hour)</td>
</tr>
<tr>
<td>Out-of-District Resident of Illinois (per credit hour)</td>
</tr>
<tr>
<td>Out-of-State Resident or International (per credit hour)</td>
</tr>
<tr>
<td><strong>FEES</strong></td>
</tr>
<tr>
<td>Application Fee (first-time enrollees only)</td>
</tr>
<tr>
<td>Registration Fee (per semester)</td>
</tr>
<tr>
<td>Late Registration Fee</td>
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<tr>
<td>Comprehensive Fee (per credit hour)</td>
</tr>
<tr>
<td>Technology Fee (per credit hour)</td>
</tr>
<tr>
<td>Repair/Renovation Fee (per credit hour)</td>
</tr>
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</table>

*Tuition and fees are subject to change by official action of the Board of Trustees. For the latest information, visit morton.edu

**Total amount includes tuition, comprehensive, technology and registration fees for credit hour courses; course and lab fees are additional, as required.

<table>
<thead>
<tr>
<th>TUITION REFUND SCHEDULE*</th>
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<tbody>
<tr>
<td><strong>100% refund—within 8 calendar days from start of course.</strong></td>
</tr>
<tr>
<td><strong>50% refund— 9 to 16 calendar days from start of the course.</strong></td>
</tr>
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</table>

*Excludes holidays*

* Refunds will not be issued after these dates. Students with extenuating circumstances wishing to receive a 100% refund/withdrawal after the above dates must submit a letter of explanation and supporting documentation to the Dean of Student Development and Ombuds Services. Approvals are only granted under extreme circumstances. Tuition refund subject to change, for the latest information, visit www.morton.edu.

<table>
<thead>
<tr>
<th>TUITION PAYMENT SCHEDULE</th>
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<tbody>
<tr>
<td><strong>IF YOU REGISTER</strong></td>
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<tr>
<td>April 1 through July 6</td>
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<tr>
<td>On or after July 7</td>
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<tr>
<td><strong>PAYMENT DUE BY</strong></td>
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<tr>
<td>July 6, 2020</td>
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<tr>
<td>Day of Registration</td>
</tr>
<tr>
<td><strong>NELNET PAYMENT PLANS:</strong></td>
</tr>
<tr>
<td>Through June 15</td>
</tr>
<tr>
<td>June 16 - July 6</td>
</tr>
<tr>
<td>July 7 - August 3</td>
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<tr>
<td>August 4 - August 24</td>
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<tr>
<td><strong>Plan 1</strong></td>
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<tr>
<td><strong>Plan 2</strong></td>
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<tr>
<td><strong>Plan 3</strong></td>
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<tr>
<td><strong>Plan 4</strong></td>
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</table>
HERE ARE THE FACTS WHY...

COLLEGE EXPENSES, WHAT’S YOUR PLAN?

Paying for the rising costs of a college education is a concern for nearly every student and family. The fact is, few of us have the resources to simply write a check for the full cost of tuition each semester. So how are you meeting your costs? What’s your plan? Do you have one?

Having a solid plan for covering the cost of college is an important step toward graduation. Morton College is pleased to enlist the services of Nelnet to make the process easier for you.

HERE IS A PROVEN PLAN

To help you meet your educational expenses, Morton College is proud to offer Nelnet as a convenient budget plan. This is not a loan program. You have no debt, there are no interest or finance charges assessed, and there is no credit check. The cost to budget your interest-free monthly payment plan is a $25 per semester nonrefundable Nelnet Enrollment Fee. You may budget your tuition and fees by either Automatic Bank Payment or monthly credit card deduction.

CONVENIENT ONLINE ENROLLMENT

Enroll in the Nelnet Payment Plan online at http://my.morton.edu or at morton.edu and clicking on the Panther Portal link (see page 8 for instructions on how to login to the Panther Portal).

- Under Financial Information click on “Sign up for the Nelnet Payment Plan”
- Click on the correct semester
- Once you are in the NBS website click on Proceed

Be sure to have the following information:

- Student ID number
- The name, address and email address of the person responsible for making the payments
- To protect your privacy, you will need to create your own unique Nelnet Access Code. Please be sure it is something you can easily remember
- Account information for the person responsible for payment.
- If paying by automatic bank payments, you will need the bank name, telephone number, account number and bank routing number. Most of this information is located in your check.
- If paying by credit card, you will need the credit card number and expiration date.

NELNET TUITION PAYMENT PLANS SCHEDULE*

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<th>LAST DAY TO SUBMIT ONLINE</th>
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<td>July 6, 2020</td>
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<td>August - November</td>
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<td>August 3, 2020</td>
<td>30%</td>
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<tr>
<td>August 24, 2020</td>
<td>50%</td>
<td>2</td>
<td>October - November</td>
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</table>

* Nelnet Tuition Payment Plans are not available for the fall semester after August 24, 2020
CARPUS INFORMATION

ADMISSIONS AND RECORDS
The Office of Admissions and Records located on the first floor of Building B can assist you with applying to the College, campus visits, registration, transcript(s) evaluation and transcript requests. The Office of Admissions and Records Spring semester hours are:
8:30 a.m. to 7:30 p.m. Monday–Thursday
8:30 a.m. to 4:00 p.m. Friday

For more information, call (708) 656-8000, Ext. 2250.

PLACEMENT TESTING
Placement tests measure current skills in English, reading and math. Students will use a computer to complete the Accuplacer test. Accuplacer is untimed, but students should plan to spend up to two hours to complete the full placement test. Placement test results are available immediately. Test results determine placement in English and math courses.

A $10 retesting fee will be imposed on all students seeking to retake the placement test. This fee applies to all students regardless of program of study. Students who are enrolled in developmental courses are ineligible for retesting.

Placement testing is scheduled Monday through Thursday by appointment. Day and evening appointments are available. For more information call (708) 656-8000, Ext. 2250.

Placement Testing Exemptions—Students with previously earned college credit can be exempted from all or part of the placement test if they submit a college transcript or grade report showing successful completion (“C” or better) in a college-level English composition course/rhetoric course and/or math course.

Students with sub-scores of 18 on the English and Reading portion of the ACT may be exempt from the English portion of the Placement Exam.

INFORMATION CENTER
ACADEMIC ADVISING CENTER
The Academic Advising Center is located on the first floor of Building B, is committed to assisting prospective, new and continuing students in setting and achieving their educational and career goals. Our purpose is to establish a partnership between the advisor and the student to meet each individual’s needs and to connect students with other campus resources. Students who meet with an academic advisor will be able to obtain information in the following areas: general advisement and academic regulations, registration, add/drop courses, graduation review, provisional degree audit, suspension/dismissal appeals, and transfer information.

The Academic Advising Center fall semester hours are:
8:30 a.m. to 7:30 p.m. Monday–Thursday
8:30 a.m. to 4:00 p.m. Friday

Information about other academic support services is available by calling (708) 656-8000, Ext. 2250.

NEW STUDENT ORIENTATION—
New Student Orientation (NSO) is an essential step in beginning your educational journey at Morton College. It will prepare you to be a successful student during your degree completion. Students can begin Part I of orientation after the succession of the placement exam. Part II will be held on campus in August for all semester seeking students. New Student Orientation is mandatory for all new students. For more information, call 708.656.8000, Ext. 2250 or Ext. 2444 to retrieve your login information.

NSO Part I
New Student Orientation can be completed at the convenience of the student online, only after students have successfully taken the placement exam for both English and Math at Morton College. The online orientation should take approximately one hour-long, and includes quizzes after each module and will allow you to save your space if you need to return to it at another time.

NSO Part II
You will not want to miss all the fun Part II has to offer new students! New Student Orientation Part II will include a guest speaker, music, raffles, giveaways, and meet with administrators and have lunch with current students. Part II will take approximately three hours on campus.

BOOKSTORE
The College Bookstore, located in Room 134C, sells new and used textbooks, textbook rental on selected titles, software, course supplies, gifts and personal items. Students may use Financial Aid funds to purchase books and supplies. The Bookstore fall semester hours are:
8:30 a.m. to 8:00 p.m. Monday–Thursday
8:30 a.m. to 4:00 p.m. Friday

For all fall courses, books may be returned for a full refund one week from the first day of class with the original receipt. Contact the Bookstore at (708) 656-8000, Ext. 2222, for more information.

SERVICES FOR STUDENTS WITH DISABILITIES
Academic support services for students with disabilities are available by contacting Disabilities Specialist at (708) 656-8000, Ext. 2250.

CHILDREN ON CAMPUS
For the safety of children on campus, children may not accompany students to class, tutoring or testing sessions. Also, children may not be left unattended on the campus grounds, whether in college buildings, extension centers or at any college event.
SMOKE-FREE CAMPUS

Smoking on Morton College premises in a public place or place of employment and within College vehicles is prohibited. No person shall smoke on Morton College premises. No person may smoke in any privately owned vehicles on Campus. The use of smokeless tobacco products, chewing tobacco and electronic cigarettes on Morton College premises, in public places and places of employment regardless of where located is also prohibited.

This Policy applies to all students, employees (faculty, staff, administrators, and professional staff), visitors, vendors, and contractors; and applies to all Morton College premises.

All employees and students are responsible for being familiar and complying with the requirements of these regulations.

Morton College institutes this policy to comply with the Smoke Free Illinois Act (410 ILCS 82 et seq, the “Act”) and to ensure that all Morton College facilities and properties are tobacco-free in an effort to provide the faculty, staff, students and visitors with a healthy, respectful working and learning environment.

Any questions regarding the smoke-free campus should be directed to the Morton College Police Department.

DRUG-AND ALCOHOL-FREE CAMPUS

In recognition of the negative effect that the use of drugs and alcohol has on a person’s physical and mental well-being, Morton College promotes and maintains a healthy, drug- and alcohol-free learning environment and workplace. The College complies with all federal, state and local laws and ordinances to which it is subject, including the Drug Free Workplace Act of 1988 and the Drug Free Schools and Communities Act Amendments of 1989.

Morton College prohibits the use, possession, distribution, dispensing and manufacturing of illicit drugs or alcohol on Campus property, including buildings, grounds, in College vehicles or any College-leased facility. Anyone on campus under the influence of drugs or alcohol is subject to appropriate sanctions consistent with local, state and federal laws, and may include incarceration and/or monetary fines.

Incidents involving students referred to the campus disciplinary system will follow the procedures outlined in the Morton College Student Handbook. Incidents involving employees will be processed in accordance with applicable laws and labor-management agreements.
November 1
GRADUATION
PETITION DEADLINE
DEGREES AND CERTIFICATES
Morton College offers a wide variety of courses to help you achieve your academic, professional and personal goals. At Morton College, you can obtain either an associate degree or a career certificate to enhance your employment marketability. Morton College awards six degrees:

- Associate in Arts (A.A.)
- Associate in Science (A.S.)
- Associate in Applied Science (A.A.S.)
- Associate in Fine Arts in Art (A.F.A.)
- Associate in Liberal Studies (A.L.S.)

Each degree requires at least 62 credit hours for completion. The Associate in Arts, Associate in Science and the Associate in Fine Arts in Art Degrees fulfill the first two years of study for students pursuing a Bachelor’s Degree at a four-year college or university. Students are encouraged to meet with a Morton College Academic Advisor and to consult the catalog of the college or university they expect to attend for information about transferable courses. To meet with an advisor, call (708) 656-8000, Ext. 2250.

ASSOCIATE IN ARTS (A.A.)
This degree is for students who intend to pursue a Bachelor of Arts Degree at a four-year college or university. Students must meet the prescribed general education requirements as listed in the Catalog for the Associate in Arts (A.A.) Degree. Students pursuing this degree should complete the remaining required semester hours according to the requirements of the four-year school to which they plan to transfer. Students should consult with an advisor when selecting elective courses to determine credit transferability.

ASSOCIATE IN SCIENCE (A.S.)
This degree is for students who intend to pursue a Bachelor of Science Degree at a four-year college or university. Students must meet the prescribed general education requirements as listed in the Catalog for the Associate in Science (A.S.) Degree. Students pursuing this degree should complete the remaining required semester hours according to the requirements of the four-year school to which they plan to transfer. Students should consult with an advisor when selecting elective courses to determine credit transferability.

ASSOCIATE IN APPLIED SCIENCE (A.A.S.)
This degree is for students who intend to pursue employment upon graduation. Students must meet the prescribed general education requirements as listed in the Catalog for the Associate in Applied Science (A.A.S.) Degree. Students pursuing this degree must complete the remaining required semester hours according to the requirements of the program. Students should consult with an advisor when selecting elective courses. Areas of study within the A.A.S. degree program include:

- Accounting
- Automotive Technology
- Business Management
- Computer Aided Design Technology
- Computer Information Systems
- Early Childhood Education
- Fire Science
- Health Information Technology
- Heating, Ventilation, Air Conditioning and Refrigeration
- Law Enforcement Education
- Nursing
- Office Management Technology
- Physical Therapist Assistant
- Therapeutic Massage

ASSOCIATE IN FINE ARTS IN ART (A.F.A.)
This degree is for students who intend to pursue a Bachelor of Fine Arts Degree at a four-year college or university. Students must meet the prescribed general education requirements as listed in the Catalog for the Associate in Fine Arts (A.F.A.) Degree. Students pursuing this degree should complete the remaining required semester hours according to the requirements of the four-year school to which they plan to transfer. Students should consult with an advisor when selecting elective courses to determine credit transferability. Most schools require a portfolio review for admission to a bachelor’s program.

ASSOCIATE IN LIBERAL STUDIES (A.L.S.)
This degree is for students who intend to pursue an individually designed curriculum meeting their specific interests or needs. Students must meet the prescribed general education requirements as listed in the Catalog for the Associate in Liberal Studies (A.L.S.) Degree. Students pursuing this degree should complete the remaining required semester hours according to the requirements of the four-year school to which they plan to transfer. Students should consult with an advisor when selecting elective courses to determine credit transferability.

CAREER CERTIFICATE
Career certificate programs provide basic skills in technical courses that prepare students for entry-level jobs. Certificate programs typically require one semester to one year of full-time study to complete. Certificate programs available at Morton College include:

- Accounting
- Alternative Fuels—Compressed Natural Gas
- Architectural Drafting Design
- Automotive Service
- Automotive Maintenance and Light Repair*
- Automotive Mobile Electronics
- Automotive Technology
- Business Management
- Computer Aided Design Technology
- Computer Repair Technician
- Computing Essentials*
- Drafting Technology*
- Early Childhood Aide*
- Early Childhood Assistant
- Early Childhood Education
- Electronic Records Management
- Fire Investigation Specialist
- Fire Prevention Specialist
- Fire Officer Leadership I
- Fire Officer Leadership II
- Heating, Ventilation and Air Conditioning
- Licensed Practical Nurse
- Medical Billing
- Medical Coding
- Medical Office Support
- Medical Transcription
- Microsoft Office
- Multimedia Development
- Network Systems Administrator
- Networking Essentials
- Nurse Assisting*
- Office Communications
- Office Data Entry*
- Office Technology Specialist
- Paraprofessional Educator
- Simulation & Game Development
- Supply Chain Management
- Therapeutic Massage
- Web Site Development
- Welding

* Financial Aid does not apply.
MORTON COLLEGE OFFERS 3 TYPES OF CLASSES:

TRADITIONAL COURSES—meet face-to-face.

ONLINE COURSES—offered completely online via the internet. You can use the Morton College Internet system for any of these classes if you do not have Internet access at home. You will have access to the instructor by E-mail or Blackboard. To get started with Online courses, log on to morton.edu. Click Online Courses. These courses are not self-paced and are designed for students who can work with minimal direction. These courses start the first week of the semester. If at any point in the semester you are not keeping up, you will be dropped from the course.

HYBRID COURSES—a portion of these courses are offered via the face-to-face with the other portion of the course meeting online. You can use the Morton College Internet system for any of these classes if you do not have Internet access at home. You will receive instructions the first day of class. To get started with Hybrid courses, log on to morton.edu. Click Online Courses. These courses are not self-paced and are designed for students who can work with minimal direction and have computer skills. These courses start the first week of the semester. If at any point in the semester you are not keeping up, you will be dropped from the course.
# UNIVERSITY TRANSFER AND CAREER

CREDIT COURSES LEADING TO A DEGREE OR CAREER CERTIFICATE

## HOW TO READ THIS COURSE SCHEDULE

<table>
<thead>
<tr>
<th>SUBJECT</th>
<th>Course #</th>
<th>Course Title</th>
<th># Credits</th>
<th>Room #</th>
<th>Instructor</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Section #</td>
<td>Class type (Lec or Lab)</td>
<td>Days</td>
<td>Time</td>
<td>Fees</td>
<td>Prerequisites</td>
</tr>
</tbody>
</table>

## MEETING DAYS

Course meeting days use the following abbreviations:
- M—Monday
- Tu—Tuesday
- W—Wednesday
- Th—Thursday
- F—Friday
- Sa—Saturday
- Su—Sunday

## ROOM LOCATIONS

Courses listed in this schedule are held at the following locations:

**A, B, C, D AND E BUILDINGS**
Morton College Campus
3801 S. Central Avenue, Cicero, IL

**REMOTE LOCATIONS**

- AMM American Monticello
- BZ Brookfield Zoo
- CIC Cicero School
- CPL Cicero Public Library
- HWA Hiawatha School
- MEHS Morton East High School
- MWHS Morton West High School
- PAC Parent's and Children's Center
- PHC Parkhohme Center
- RML Rush-MacNeal-Loyola
- SFD Stickney Fire Department

## COURSE NUMBERS

Courses numbered below 100 are developmental and cannot be used to fulfill graduation requirements in a transfer or career program.

## FEES

Additional fees may be charged based on specific course or program requirements.

## TO BE ANNOUNCED (TBA)

If TBA appears instead of a room number, a classroom location was not designated at the time the schedule was printed. Contact the Office of Admissions and Records at (708) 656-8000, Ext. 2346, for further information. When TBA appears instead of a time, contact the instructor or appropriate dean.

## PREREQUISITES

Prerequisites are special conditions which must be fulfilled before registration will be allowed in a particular course. These conditions vary and may include obtaining the consent of the instructor, gaining admission to a program or completing additional courses prior to enrollment.

## INSTRUCTOR

The schedule lists the last name of the instructor for each course. If Staff is indicated, the instructor was not designated at the time the schedule was printed.

## BEGINNING/ENDING DATE

The first and last meeting dates of a course.

---

* Room numbers containing a single letter indicate courses held on campus. Room numbers containing two or more letters indicate courses held off campus (for these courses, please refer to the REMOTE LOCATIONS subhead on this page for location key).
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
<th>Lectures</th>
<th>Time</th>
<th>Room</th>
<th>Instructor</th>
<th>Dates</th>
<th>Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Anthropology</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ANT-101</td>
<td>Intro to Anthropology</td>
<td>3</td>
<td>1J Lec</td>
<td>Th 3:00pm-5:45pm</td>
<td>336C</td>
<td>Kaspruczicz</td>
<td>8/27 - 12/17</td>
<td></td>
</tr>
<tr>
<td>ANT-102</td>
<td>Intro to Cultural Anthropology</td>
<td>3</td>
<td>1F Lec</td>
<td>MWF 12:00pm-12:50pm</td>
<td>336C</td>
<td>Kaspruczicz</td>
<td>8/24 - 12/14</td>
<td></td>
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<tr>
<td><strong>Art</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>ART-101</td>
<td>2-D Fundamentals</td>
<td>3</td>
<td>1C Lab</td>
<td>M W 9:00am-11:45am</td>
<td>106D</td>
<td>Roman</td>
<td>8/24 - 12/16</td>
<td>$35</td>
</tr>
<tr>
<td>ART-103</td>
<td>Drawing I</td>
<td>3</td>
<td>1C Lab</td>
<td>Tu Th 9:30am-12:15pm</td>
<td>106D</td>
<td>Roman</td>
<td>8/25 - 12/17</td>
<td>$35</td>
</tr>
<tr>
<td>ART-104</td>
<td>Drawing II</td>
<td>3</td>
<td>1C Lab</td>
<td>Tu Th 9:30am-12:15pm</td>
<td>106D</td>
<td>Roman</td>
<td>8/25 - 12/17</td>
<td>$35</td>
</tr>
<tr>
<td>ART-105</td>
<td>Painting I</td>
<td>3</td>
<td>1F Lab</td>
<td>M W 12:00pm-2:45pm</td>
<td>106D</td>
<td>Roman</td>
<td>8/24 - 12/14</td>
<td>$40</td>
</tr>
<tr>
<td>ART-111</td>
<td>Sculpture I</td>
<td>3</td>
<td>1F Lab</td>
<td>Tu 12:30pm-3:10pm</td>
<td>104D</td>
<td>Primm</td>
<td>8/25 - 12/17</td>
<td>$40</td>
</tr>
<tr>
<td>ART-113</td>
<td>Ceramics I</td>
<td>3</td>
<td>1F Lab</td>
<td>Tu 12:30pm-3:10pm</td>
<td>104D</td>
<td>Primm</td>
<td>8/25 - 12/17</td>
<td>$40</td>
</tr>
<tr>
<td>ART-115</td>
<td>Photography I</td>
<td></td>
<td>8B Lab</td>
<td>Sa 8:00am-1:15pm</td>
<td>107D</td>
<td>Stevens</td>
<td>8/29 - 12/12</td>
<td>$50</td>
</tr>
<tr>
<td>ART-116</td>
<td>Photography II</td>
<td></td>
<td>8B Lab</td>
<td>Sa 8:00am-1:15pm</td>
<td>107D</td>
<td>Stevens</td>
<td>8/29 - 12/12</td>
<td>$50</td>
</tr>
<tr>
<td>ART-120</td>
<td>Art Appreciation</td>
<td></td>
<td>1J Lec</td>
<td>Tu Th 11:00am-12:15pm</td>
<td>106C</td>
<td>Martino</td>
<td>8/24 - 12/16</td>
<td></td>
</tr>
<tr>
<td>ART-125</td>
<td>Art History I Prehistoric/Goth</td>
<td></td>
<td>1G Lec</td>
<td>M W 1:00pm-2:15pm</td>
<td>106C</td>
<td>Martino</td>
<td>8/24 - 12/16</td>
<td></td>
</tr>
<tr>
<td>ART-127</td>
<td>Art History III the Modern World</td>
<td></td>
<td>1J Lec</td>
<td>M W 3:00pm-4:15pm</td>
<td>106C</td>
<td>Martino</td>
<td>8/24 - 12/16</td>
<td></td>
</tr>
<tr>
<td>ART-130</td>
<td>Introduction to Digital Art</td>
<td></td>
<td>1D Lec</td>
<td>M W F 10:00am-11:50am</td>
<td>203D</td>
<td>Primm</td>
<td>8/24 - 12/14</td>
<td>$30</td>
</tr>
<tr>
<td>ART-131</td>
<td>Graphic Design I</td>
<td></td>
<td>1F Lec</td>
<td>M W 12:00pm-2:50pm</td>
<td>203D</td>
<td>Primm</td>
<td>8/24 - 12/14</td>
<td></td>
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<tr>
<td>ART-205</td>
<td>Painting II</td>
<td></td>
<td>1F Lab</td>
<td>M W 12:00pm-2:45pm</td>
<td>106D</td>
<td>Roman</td>
<td>8/24 - 12/14</td>
<td></td>
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<tr>
<td>ART-213</td>
<td>Ceramics II</td>
<td></td>
<td>1F Lab</td>
<td>Tu 12:30pm-3:10pm</td>
<td>104D</td>
<td>Primm</td>
<td>8/25 - 12/17</td>
<td></td>
</tr>
<tr>
<td>ART-217</td>
<td>Indigenous Art</td>
<td></td>
<td>1C Lec</td>
<td>M W F 9:00am-9:50am</td>
<td>106C</td>
<td>Martino</td>
<td>8/24 - 12/16</td>
<td></td>
</tr>
</tbody>
</table>
Automotive Technology

ATM-101  Automotive Engine Repair  5 credits
1C Lec Tu  9:00am-12:30pm  108D  Smith
Lab Th  9:00am-12:30pm  110D
8/25 - 12/17
Fees: $40

ATM-102  Fuel Sys and Emission Controls  3 credits
1C Lec M  9:00am-10:50am  110D  Fortier Jr
Lab W  9:00am-11:50am  108D
8/24 - 12/16
Fees: $40

ATM-104  Automotive Brakes  3 credits
1C Lec M  9:00am-10:50am  108D  Sykora
Lab W  9:00am-11:50am  108D
8/24 - 12/16
Fees: $80

ATM-120  Intro to Automotive Tech.  3 credits
1G Lec M  1:00pm-2:50pm  110D  Sykora
Lab W  1:00pm-3:50pm  108D
8/24 - 12/16
Fees: $40
Prerequisite: English and Math placement testing required.

ATM-201  Manual Trans and Transaxles  3 credits
11 Lec W  6:00pm-10:00pm  108D  Smith
Lab W  6:00pm-10:00pm  110D
8/26 - 12/16
Fees: $20
Prerequisite: ATM-120

ATM-202  Automotive Electrical Systems  4 credits
1C Lec Tu  9:00am-12:30pm  108D  Staff
Lab Th  9:00am-12:30pm  110D
8/25 - 12/17
Fees: $90
Prerequisite: ATM-120

ATM-206  Steering and Suspension  3 credits
1G Lec W  1:00pm-2:20pm  110D  Fortier Jr
Lab M  1:00pm-3:50pm  108D
8/24 - 12/16
Fees: $80
Prerequisite: ATM-120

ATM-220  Automotive Service I  3 credits
1C Lab F  9:00am-4:00pm  110D  Sykora
Lab F  9:00am-4:00pm  108D
8/28 - 12/18
Fees: $40
Prerequisite: ATM 101, ATM 104 and ATM 120. Concurrent enrollment in ATM 201, ATM 202 or ATM 208.

ATM-253  Successful Career & Life Stra  2 credits
12 Lec M  5:30pm-7:20pm  316B  Walley
8/24 - 12/14
2D Lec W  10:00am-11:40am  316B  Walley
8/26 - 12/16
Prerequisite: ENG 101 and 30 semester hours of college course work.

Biology

BIO-100  Introducing Biology  3 credits
NR Lec Online  8/24 - 12/18
Bluemer

The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select BIO 100 or contact Judy Bluemer at judy.bluemer@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

BIO-102  Introduction to Biology  4 credits
1C Lec M  9:00am-11:50am  106C  Bluemer
Lab Tu Th  9:30am-10:45am  344C  Stanukinas
8/24 - 12/14
2C Lec Tu Th  9:30am-10:45am  106C  Bluemer
Lab W  9:00am-11:50am  344C  Khalifeh
8/25 - 12/17
3C Lec Tu Th  9:30am-10:45am  106C  Bluemer
Lab F  9:00am-11:50am  344C  Andrade
8/25 - 12/17
4C Lec Tu Th  9:30am-10:45am  106C  Bluemer
Lab F  12:00pm-2:50pm  344C  Jenkins
8/25 - 12/17
5B Lec M W F  8:00am-8:50am  344C  Stanukinas
Lab Th  8:00am-10:50am  344C  Stanukinas
8/24 - 12/14
6J Lec M  3:30pm-5:50pm  344C  Jenkins
Lab W  3:30pm-5:50pm  344C  Jenkins
8/24 - 12/16
72 Lec M  6:30pm-9:20pm  344C  Andrade
Lab W  6:30pm-9:20pm  344C  Andrade
8/24 - 12/16
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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Days</th>
<th>Time</th>
<th>Instructor(s)</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO-150</td>
<td>Heredity &amp; Society</td>
<td>3</td>
<td>M W F</td>
<td>9:00am-10:40am</td>
<td>Bluemer</td>
<td>$40</td>
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<tr>
<td>BIO-152</td>
<td>Anatomy &amp; Physiology (therapies)</td>
<td>5</td>
<td>M W</td>
<td>11:00am-12:25pm</td>
<td>Pearson</td>
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<tr>
<td>BIO-160</td>
<td>Plants &amp; Society</td>
<td>3</td>
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<td>Bluemer</td>
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<tr>
<td>BIO-202</td>
<td>Environmental Biology</td>
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<td></td>
<td></td>
<td>Bluemer</td>
<td>$40</td>
</tr>
<tr>
<td>BIO-203</td>
<td>Anatomy &amp; Physiology I</td>
<td>4</td>
<td>M W F</td>
<td>11:00am-11:50am</td>
<td>Farina</td>
<td></td>
</tr>
</tbody>
</table>

**HYBRID COURSES** — a portion of these courses are offered via the face-to-face with the other portion of the course meeting online. You can use the Morton College Internet system for any of these classes if you do not have Internet access at home. You will receive instructions the first day of class. To get started with Hybrid courses, log on to morton.edu. Click Online Courses. These courses are not self-paced and are designed for students who can work with minimal direction and have computer skills. These courses start the first week of the semester. If at any point in the semester you are not keeping up, you will be dropped from the course. Fees: $40
HYBRID COURSES—a portion of these courses are offered via the face-to-face with the other portion of the course meeting online. You can use the Morton College Internet system for any of these classes if you do not have Internet access at home. You will receive instructions the first day of class. To get started with Hybrid courses, log on to morton.edu. Click Online Courses. These courses are not self-paced and are designed for students who can work with minimal direction and have computer skills. These courses start the first week of the semester. If at any point in the semester you are not keeping up, you will be dropped from the course.

The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select BIO 204 or contact Kym Seo at kym.seo@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

BIO-204  Anatomy & Physiology II  4 credits

1B Lec M W 8:00am-9:15am  331C  Staff
8/24 - 12/14

2F Lec M W 12:00pm-1:15pm  301C  Staff
8/24 - 12/14

3B Lec Tu Th 8:00am-9:15am  305C  Pearson
8/25 - 12/17

4L Lec Tu Th 5:00pm-6:15pm  335C  Staff
8/25 - 12/17

BIO-212  Microbiology  4 credits

2E Lec Tu Th 11:00am-12:15pm  305C  Ashraf
Lab Tu Th 12:30pm-1:45pm  338C  Ashraf
8/24 - 12/17

4C Lec M W 11:00am-12:15pm  105C  Ashraf
Lab M W 12:30pm-1:45pm  337C  Ashraf
8/24 - 12/16

H1 Lec HYB Online  333C  Seo
Lab Tu Th 9:30am-10:55am  338C  Ashraf
8/25 - 12/17
### Business

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
<th>Prerequisite(s)</th>
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<tbody>
<tr>
<td>BUS-101</td>
<td>Financial Accounting</td>
<td>3</td>
<td>T</td>
<td>9:30am-10:50am</td>
<td>202D</td>
<td>Gilligan</td>
<td>BUS-101</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>M</td>
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<tr>
<td>BUS-102</td>
<td>Managerial Accounting</td>
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<td>12:00pm-1:45pm</td>
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<tr>
<td>BUS-106</td>
<td>Principles of Finance</td>
<td>3</td>
<td>Tu</td>
<td>6:30pm-9:15pm</td>
<td>335C</td>
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<tr>
<td>BUS-107</td>
<td>Principles of Marketing</td>
<td>3</td>
<td>M</td>
<td>9:00am-9:50am</td>
<td>202D</td>
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</table>

**HYBRID COURSES**—a portion of these courses are offered via the face-to-face with the other portion of the course meeting online. You can use the Morton College Internet system for any of these classes if you do not have Internet access at home. You will receive instructions the first day of class. To get started with Hybrid courses, log on to morton.edu. Click Online Courses. These courses are not self-paced and are designed for students who can work with minimal direction and have computer skills. These courses start the first week of the semester. If at any point in the semester you are not keeping up, you will be dropped from the course.

- **Prerequisite:** BIO-203, BIO-110 or BIO-111. BIO 203 with a grade of C or better in the past 5 years or BIO 110 or BIO 111 with a C or better in the past 5 years is required. Completion of BIO 204 is recommended.

---

### BUS-111 Introduction to Business
- **Credits:** 3
- **Days:** MWF 11:00am-11:50am
- **Location:** 330C
- **Instructor:** Behling
- **Prerequisite:** BUS-111

The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select BUS 107 or contact Ashley Swint at ashley.swint@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

---

### BUS-201 Cost Accounting
- **Credits:** 3
- **Days:** MWF 11:00am-11:50am
- **Location:** 202D
- **Instructor:** Gilligan
- **Prerequisite:** BUS-101

The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select BUS 201 or contact Sharon Cisneros at sharon.cisneros@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

---

### BUS-202 Intermediate Accounting I
- **Credits:** 3
- **Days:** MWF 1:00pm-1:50pm
- **Location:** 202D
- **Instructor:** Bondlow
- **Prerequisite:** BUS-101

---

### BUS-208 Prin of Management
- **Credits:** 3
- **Days:** MWF 12:00pm-12:50pm
- **Location:** 201D
- **Instructor:** Behling
- **Prerequisite:** BUS-111

---

### BUS-230 Business Law and Contracts
- **Credits:** 3
- **Days:** MWF 11:00am-11:50am
- **Location:** 318C
- **Instructor:** Festa
- **Prerequisite:** BUS-111
Enjoy Computers?
Learn to Use Computer Assisted Design Software!
The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select BUS 230. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

Chemistry

**CHM-100 Fundamentals of Chemistry**

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<tr>
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<th>Type</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
<th>Instructor</th>
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<tr>
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<td>2:30pm-3:50pm</td>
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**CHM-105 General Chemistry I**

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<td>1:00pm-3:50pm</td>
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**CHM-205 Organic Chemistry I**

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<td>Prerequisite: MAT-105</td>
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**College Study Seminar**

**CSS-100 College Study Seminar**

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<td>M W F</td>
<td>9:00am-9:50am</td>
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<td>Abrahamson</td>
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<td>Fees: $45</td>
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<td>Prerequisite: ENG-086 or ENG-088</td>
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**Computer Assisted Design**

**CAD-100 Autocad Fundamentals**

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<tr>
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<th>Instructor</th>
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<tr>
<td>CAD-100</td>
<td>Lec/Lab</td>
<td>Tu Th</td>
<td>8:00am-10:20am</td>
<td>317B</td>
<td>Sanchez</td>
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<tr>
<td>8B</td>
<td>Lec/Lab</td>
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<td>8:00am-12:50pm</td>
<td>320B</td>
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<td>Fees: $50</td>
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<td>Corequisite: Concurrent registration with CAD 101 and CAD 102 is highly recommended.</td>
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</table>
**CAD-101 Fundamentals of Drafting** 3 credits
1D Lec/Lab Tu Th 10:30am-12:50pm 317B Sanchez
8/25 - 12/17
Fees: $50
Corequisite: Concurrent registration with CAD 100 and CAD 102 is highly recommended.

**CAD-102 Descriptive Geometry** 3 credits
1L Lec/Lab M W 5:30pm-7:50pm 317B Sanchez
8/24 - 12/16
Fees: $50
Corequisite: Concurrent registration with CAD 100 and CAD 101 is highly recommended.

**CAD-127 Solid Works Essentials** 3 credits
1L Lec/Lab Tu Th 5:30pm-7:50pm 317B Marquez
8/25 - 12/17
Prerequisite: Familiarity with CAD software a plus.

**CAD-130 Architectural Residential Design** 3 credits
1L Lec/Lab M W 5:30pm-7:50pm 320B Campos
8/24 - 12/16
Fees: $50
Prerequisite: CAD 100 and CAD 101, or instructor permission

**CAD-137 Revit MEP Fundamentals** 3 credits
8B Lec/Lab Sa 8:00am-12:50pm 317B Medina
8/29 - 12/12
Prerequisite: Familiarity with CAD software a plus.

**CAD-141 AutoCAD Productivity Essentials** 3 credits
14 Lec/Lab Tu Th 8:00pm-10:20pm 317B Glover
8/25 - 12/17
Prerequisite: CAD-100, CAD-101 and CAD-102 or instructor permission.

**CAD-205 Mechanical Design** 3 credits
15 Lec/Lab M W 8:00pm-10:20pm 317B Sanchez
8/24 - 12/14
Prerequisite: CAD 100 and CAD 101, or instructor permission.

**CAD-215 3D Modeling** 3 credits
2L Lec/Lab F 5:30pm-10:10pm 317B Sanchez
8/28 - 12/18
Fees: $50
Prerequisite: CAD 100 and CAD 101, or instructor permission.

**CAD-235 Architectural Commercial Design** 3 credits
1L Lec/Lab M W 5:30pm-7:50pm 320B Campos
8/24 - 12/16
Fees: $50
Prerequisite: CAD-130

**CAD-253 Successful Career & Life Strategies** 2 credits
12 Lec M 5:30pm-7:20pm 316B Walley
8/24 - 12/14

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**Computer Information Systems**

**CIS-102 Career Essentials for CIS** 3 credits
1E Lec Tu Th 12:30pm-1:45pm 316B Styer
8/25 - 12/17
NR Lec Online
8/25 - 12/17
Fees: $50
Prerequisite: CAD-100, CAD-101 and CAD-102 or instructor permission.

**CIS-103 Introduction to Web Design** 3 credits
H1 Lec F 6:00pm-8:00pm 316B Hayward
Lab HYB Online
8/28 - 12/11
Fees: $25
Prerequisite: CIS-116 or concurrent enrollment

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**CIS-105 Intro to Programming** 3 credits
H1 Lec Th 2:00pm-4:30pm 314B Gidwani
Lab HYB Online
8/27 - 12/17

**CIS-116 Intro to HTML Coding** 3 credits
H1 Lec Tu 7:00pm-8:40pm 316B Walley
Lab HYB Online
8/25 - 12/15
Fees: $25

**CIS-128 Mobile App Development I** 3 credits
1L Lec/Lab Th 5:00pm-6:55pm 203D Gidwani
8/27 - 12/17
Prerequisite: CIS 105

Visit morton.edu for the most up-to-date information.
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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<th>Location</th>
<th>Instructor(s)</th>
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<tr>
<td>CIS-132</td>
<td>Introduction to Networking</td>
<td>3</td>
<td>Tu Th</td>
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<td>Interconnect Network Devices I</td>
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<td>F</td>
<td>1:00pm-3:50pm</td>
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<td>Network Client Configuration</td>
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**Prerequisite:**
- CIS-132
- CPS 111 and a programming course

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**Prerequisite:**
- CIS-132 or concurrent enrollment

**HYBRID COURSES**—a portion of these courses are offered via the face-to-face with the other portion of the course meeting online. You can use the Morton College Internet system for any of these classes if you do not have Internet access at home. You will receive instructions the first day of class. To get started with Hybrid courses, log on to morton.edu. Click Online Courses. These courses are not self-paced and are designed for students who can work with minimal direction and have computer skills. These courses start the first week of the semester. If at any point in the semester you are not keeping up, you will be dropped from the course.

**Prerequisite:**
- CIS-135

**HYBRID COURSES**—a portion of these courses are offered via the face-to-face with the other portion of the course meeting online. You can use the Morton College Internet system for any of these classes if you do not have Internet access at home. You will receive instructions the first day of class. To get started with Hybrid courses, log on to morton.edu. Click Online Courses. These courses are not self-paced and are designed for students who can work with minimal direction and have computer skills. These courses start the first week of the semester. If at any point in the semester you are not keeping up, you will be dropped from the course.

**Prerequisite:**
- CIS-159

**HYBRID COURSES**—a portion of these courses are offered via the face-to-face with the other portion of the course meeting online. You can use the Morton College Internet system for any of these classes if you do not have Internet access at home. You will receive instructions the first day of class. To get started with Hybrid courses, log on to morton.edu. Click Online Courses. These courses are not self-paced and are designed for students who can work with minimal direction and have computer skills. These courses start the first week of the semester. If at any point in the semester you are not keeping up, you will be dropped from the course.

**Prerequisite:**
- CIS-161
CIS-220 Systems Analysis  3 credits
NR Lec Online
8/24 - 12/18
Fees: $40
Prerequisite: CPS-111

The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select CIS 220 or contact Cynthia Walley at cynthia.walley@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

CIS-253 Successful Career & Life Strat  2 credits
12 Lec M 5:30pm-7:20pm 316B Walley
8/24- 12/14/
2D Lec W 10:00am-11:40am 316B Walley
8/26 - 12/16
Prerequisite: ENG 101 and 30 semester hours of college course work.

Computer Science

CPS-101 Informational Technology  2 credits
NR Lec Online
8/24 - 12/18

The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select CIS 101 or contact Cynthia Walley at cynthia.walley@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

CPS-111 Business Computer Systems  3 credits
H1 Lec M W 12:00pm-1:15pm 316B Walley
Lab HYB Online
8/24 - 12/14

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H2 Lec Tu Th 9:30am-10:45am 316B Corte
Lab HYB Online
8/25 - 12/17

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H3 Lec Tu Th 11:00am-12:15pm 316B Corte
Lab HYB Online
8/25 - 12/17

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H4 Lec Tu Th 2:00pm-3:10pm 316B Styer
Lab HYB Online
8/25 - 12/17

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H5 Lec Th 6:30pm-9:15pm 316B Lasorella
Lab HYB Online
8/27 - 12/17

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H6 Lec Sa 9:00am-11:50am 316B Drew
Lab HYB Online
8/29 - 12/12

HYBRID COURSES—a portion of these courses are offered via the face-to-face with the other portion of the course meeting online. You can use the Morton College Internet system for any of these classes if you do not have Internet access at home. You will receive instructions the first day of class. To get started with Hybrid courses, log on to morton.edu. Click Online Courses. These courses are not self-paced and are designed for students who can work with minimal direction and have computer skills. These courses start the first week of the semester. If at any point in the semester you are not keeping up, you will be dropped from the course.

Visit morton.edu for the most up-to-date information.
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**Early Childhood Education**

**ECE-100 Early Child Growth & Development**

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**ECE-101 Observ & Assessment / Children**

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### 2020 FALL SCHEDULE

**ECE-140** Nature, Arts for Children  
8B Lec Sa 9:00am-5:00pm  174C  Brink  
9/26 - 10/10  

**ECE-145** Child, Family, Culture and Nature  
8B Lec Sa 9:30am-1:30pm  109BZ  Brink  
10/17 - 11/7  

**ECE-160** Curriculum Planning for Children  
1J Lec Tu 3:00pm-5:50pm  174C  Vacek  
8/25 - 12/15  

**ECE-164** Creative Curriculum for Inf/Toddlers  
1B Lec Sa 9:00am-5:00pm  174C  Bulat  
Su 10:00am-4:00pm  174C  
10/17 - 10/18  

**ECE-200** Play & Guidance of Children  
11 Lec Tu 6:00pm-8:50pm  174C  Vacek  
8/25- 12/15  
Prerequisite: ECE 160 and ENG 101 or concurrent enrollment.  

**ECE-202** Math for Early Childhood  
11 Lec W 6:00pm-8:50pm  174C  Eshafi  
8/26 - 12/16  
Fees: $25  
Prerequisite: ECE 160 or ENG 101 or Concurrent Enrollment.  

**ECE-207** Creative Expression of Children  
1J Lec W 3:00pm-5:50pm  174C  Matthews  
8/26 - 12/16  

**ECE-210** Early Childhood Administration  
NR Lec Online  8/24 - 12/18  
Corral  
Prerequisite: ECE 160 or concurrent enrollment.  

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**AVOID THE LATE REGISTRATION FEE!**

A late registration fee of $50 will be charged to students who meet one or more of the following conditions:

- Students who register after the course has begun  
- Students who are dropped for non-payment and re-register once the course has begun  
- Students who are dropped for non-attendance and are approved to re-register for courses with consent of the instructor.

Visit morton.edu for the most up-to-date information.
ECE-260  ECE Internship  3 credits
H1 Lec Tu  5:00pm-5:50pm  175C  Pencheva
Lab  HYB
8/25 - 12/15
Fees:  $50
Prerequisite: ECE-120, ECE-160, and ENG-101 or concurrent enrollment.

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Economics

ECO-101  Principles of Economics I  3 credits
1C Lec M W F 9:00am-9:50am  204D  Sedale
8/24- 12/16
2E Lec M W F  11:00am-11:50am  204D  Sedale
8/24 - 12/16
3F Lec M W F  12:00pm-12:50pm  204D  Sedale
8/24- 12/16
42 Lec Tu  6:30pm-9:15pm  204D  Sedale
8/25- 12/15
Prerequisite: MAT-084, MAT-093, MAT-085, MAT-095 or concurrent
enrollment in or placement into MAT-102 or higher

ECO-102  Principles of Economics II  3 credits
12 Lec Th  6:30pm-9:15pm  204D  Sedale
8/27 - 12/17
Prerequisite: ECO-101

Engineering

EGR-110  Engineering Graphics I  3 credits
1L Lec/Lab M W  5:30pm-7:50pm  317B  Sanchez
8/24 - 12/16
Fees:  $25
Concurrent registration with CAD 100 and CAD is highly recommended.

English

ENG-070 Intensive Grammar & Editing  4 credits
A1 Lec M Tu W Th 11:00am-11:50am  241B  Staff
8/24 - 12/17
Prerequisite: ENG-071 and ENG-072

ENG-071 Intensive Reading & Writing  4 credits
A1 Lec M W  9:00am-10:40am  241B  Staff
8/24 - 12/16
Prerequisite: English Placement Test min score of 44

ENG-072 Intensive Acad Listening & Speaking  4 credits
A1 Lec Tu Th  9:00am-10:40am  241B  Staff
8/25- 12/17
Prerequisite: English Placement Test min score of 44

ENG-084 Reading & Writing II  3 credits
1E Lec M W F 10:00am-10:50am  178C  Pierce
8/24 - 12/14
2C Lec M W F  9:00am-9:50am  175C  Martinez
8/24 - 12/16
3E Lec M W F 12:00pm-12:50pm  178C  Pierce
8/25 - 12/17
4F Lec M W F  1:00pm-1:55pm  335C  Pierce
8/24 - 12/14
Fees:  $40
Prerequisite: ENG 082 or English Placement Test

ENG-086 Reading & Writing III  3 credits
1B Lec M W F  8:00am-8:50am  303B  Martinez
8/24 - 12/14
2C Lec M W F  9:00am-9:50am  175C  Martinez
8/24 - 12/16
3E Lec M W F 11:00am-11:50am  301C  Ploszaj
8/24 - 12/16
4F Lec M W F 12:00pm-12:50pm  178C  Zukauskas
8/24 - 12/14
5C Lec M W F  9:30am-10:45am  320B  Selvaggio
8/25 - 12/17
6F Lec M W F 12:00pm-12:50pm  175C  Zukauskas
8/24 - 12/17
72 Lec Tu Th  5:00pm-6:20pm  303B  Perusich
8/25 - 12/17
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### ENG-088 Basic Composition 3 credits

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Prerequisite: ENG 084 or English Placement Test

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HYBRID COURSES—a portion of these courses are offered via the face-to-face with the other portion of the course meeting online. You can use the Morton College Internet system for any of these classes if you do not have Internet access at home. You will receive instructions the first day of class. To get started with Hybrid courses, log on to morton.edu. Click Online Courses. These courses are not self-paced and are designed for students who can work with minimal direction and have computer skills. These courses start the first week of the semester. If at any point in the semester you are not keeping up, you will be dropped from the course.

The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select ENG 101. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

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Visit morton.edu for the most up-to-date information.
CR2 Lec M W F 11:00am-11:50am 303B Baffa 8/24 - 12/16
CR3 Lec M W F 1:00pm-1:50pm 320B Sonnier 8/24 - 12/16
CR4 Lec Tu Th 9:30am-10:45am 303B Zukauskas 8/25 - 12/17
CR5 Lec Tu Th 12:30pm-1:45pm 303B Ploszaj 8/25 - 12/17
CR6 Lec M W 6:30pm-7:45pm 324B Turner 8/24 - 12/14
T2 Lec Th 6:30pm-9:25pm 241B Loomis 9/3 - 12/17
Prerequisite: ENG 088 or English Placement Test

**ENG-102 Rhetoric II** 3 credits

1B Lec M W F 8:00am-8:50am 324B Schmidt 8/24 - 12/14
2C Lec M W F 9:00am-9:50am 316B Callon 8/24 - 12/16
3F Lec M W F 12:00pm-12:50pm 278C Manning 8/24 - 12/14
4G Lec M W F 1:00pm-1:50pm 303B Manning 8/24 - 12/16
5H Lec M W F 2:00pm-2:50pm 241B Schmidt 8/24 - 12/14
6B Lec Tu Th 8:00am-9:15am 303B Arias 8/25 - 12/17
7E Lec Tu Th 11:00am-12:15pm 320B Mohr 8/25 - 12/17
8B Lec Sa 9:00am-12:00pm 203D Dutt 9/5 - 12/12
9H Lec Tu Th 2:00pm-3:15pm 320B Miranda 8/25 - 12/17
LF Lec Tu Th 12:30pm-1:45pm 320B Callon 8/25 - 12/17
J2 Lec Tu 6:30pm-9:15pm 303B Dutt 8/25 - 12/15
K2 Lec Th 6:30pm-9:15pm 303B Manning 8/27 - 12/17
MC Lec Tu Th 9:30am-10:45am 278C Arias 8/25 - 12/17
NR Lec Online 203D Zukauskas 8/24 - 12/18

**OC Lec Tu Th 9:30am-10:45am 324B Mohr 8/25 - 12/17**
Prerequisite: ENG-101

**ENG-151 Creative Writing I** 3 credits

H1 Lec M W 2:00pm-3:15pm 178C Litwicki
Lec HYB Online 8/24 - 12/14
Prerequisite: Grade of C or better in ENG 101 or permission of instructor

**Fire Science**

**FIR-100 Principles of Emergency Service** 3 credits

11 Lec M 7:00pm-9:45pm 177C Foltz 8/24 - 12/14

**FIR-120 Hazardous Materials** 3 credits

11 Lec Tu 6:00pm-8:45pm 177C Foltz 8/25 - 12/15

**FIR-180 Fire Investigation I** 3 credits

11 Lec W 6:00pm-8:45pm 177C O’Halloran 8/26 - 12/16
Corequisite: FIR-100

**Foreign Language**

**SPN-101 Beginning Spanish I** 4 credits

1G Lec Tu Th 9:00am-10:45am 175C Romero-Yuste 8/25 - 12/17

**SPN-102 Beginning Spanish II** 4 credits

1G Lec M W 1:00pm-2:45pm 176C Staff 8/24 - 12/16
Prerequisite: SPN 101, 1 unit of high school Spanish or instructor permission

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**The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select HUM 153 or contact Karolis Zukauskas at karolis.zukauskas@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.**
SPN-130  Spanish for Heritage Speakers  4 credits
1E  Lec  M W  11:00am-12:45pm  176C  Abrahamson
8/24 - 12/16
Fees:  $40
Prerequisite: Students having learned Spanish as a home language. Previous academic experience in Spanish is NOT required. Students who grew up speaking Spanish AND have previous academic credit in the language should register directly for 200 level Spanish.

SPN-201  Intermediate Spanish I  4 credits
1C  Lec  M W  9:00am-10:45am  176C  Abrahamson
8/24 - 12/16
Prerequisite: SPN 102, SPN 130, 2 units of high school Spanish or instructor permission

SPN-215  Spanish Conversation & Composition  3 credits
1E  Lec  Tu Th  11:00am-12:15pm  175C  Abrahamson
8/25 - 12/17

Geography

GEG-105  World Regional Geography  3 credits
1G  Lec  M W F  1:00pm-1:50pm  226C  Abrahamson
8/22 - 12/16

GEG-107  Intro to Human Geography  3 credits
1D  Lec  M W F  10:00am-10:50am  226C  Abrahamson
8/24 - 12/14

GEG-125  Geography of the Dev. World  3 credits
NR  Lec  Online  Abrahamson
8/24 - 12/18

Health Care Professions

HCP-130  Medical Terminology  3 credits
13  Lec  Tu  7:00pm-9:40pm  320B  Smith
8/25 - 12/15
3F  Lec  F  12:00pm-2:40pm  324B  Lopez
8/28 - 12/18
Fees:  $20

Heating, Ventilation & Air Conditioning

HVA-101  Basic Refrigeration  3 credits
11  Lec/Lab  M  6:00pm-10:00pm  111D  Jonas
8/24 - 12/14
Fees:  $50

HVA-102  Basic Heating & A/C  3 credits
11  Lec/Lab  Tu  6:00pm-10:00pm  111D  Jonas
8/25 - 12/15
Fees:  $50

HVA-105  Basic HVAC/R Controls  3 credits
11  Lec/Lab  Th  6:00pm-10:00pm  111D  Jonas
8/27 - 12/17
Fees:  $50

HVA-110  Electricity for HVAC/R  3 credits
11  Lec/Lab  W  6:00pm-10:00pm  111D  Jonas
8/26 - 12/16
Fees:  $50

HVA-201  Commercial Refrigeration  3 credits
8B  Lec/Lab  Sa  8:00am-12:00pm  111D  Jonas
8/29 - 12/12
Fees:  $50

HVA-202  Heat Load Calc & Syst Design  3 credits
11  Lec  F  6:00pm-10:00pm  324B  Jonas
8/28 - 12/18
Fees:  $50

Visit morton.edu for the most up-to-date information.
Morton Co-Requisites Courses are Expanding

Starting in FALL 2019, the Mathematics Department of Morton College will be offering Co-Requisite courses for the following:

- MAT 102, General Education Mathematics course with a Co-Req section of MAT 096, General Education Math Support.

- MAT 105, College Algebra course with a Co-Req section of MAT 097, Intermediate Algebra Support.

- MAT 120, Mathematics for Elementary School Teachers with a Co-Req section of MAT 097, Intermediate Algebra Support.

What is a Co-Requisite course?

- Co-Requisite is a course design in which students are enrolled in a first-year college credit-bearing course, instructed in college-level content, and receive additional academic support concurrently with college-level material.

- Each college-level course is 4-credit hours. The academic support course is either a 2-credit or a 3-credit course.

Who should take the Co-Requisite?

- Students who are eligible to take MAT 083, MAT 084, or MAT 085 are eligible to take MAT 102.

- Students who plan to take MAT 085 or MAT 086 are eligible to take MAT 105 or MAT 120.

Benefits of the Co-Requisite?

- **Success Sooner!** You will be able to earn college-credit in math (MAT 102, MAT 105, or MAT 120) and enroll in the academic support course at the same time in the same semester.

- **Receive Academic Support!** You will enroll in one of the support courses (MAT 096 or MAT 097) that focuses on background skills and concepts. In addition, you will receive additional academic support to ensure your success in the college-credit course.

How Do I Enroll in a Co-Requisite course?

- Meet with an Academic Advisor to register in the Co-Requisite course.

Need more information?

- Meet with an Academic Advisor
- Contact Brandie Windham in the Math Department: brandie.windham@morton.edu, 708.656.8000 x2555
Visit morton.edu for the most up-to-date information.
HVA-253 Successful Career & Life Strategies 2 credits
12 Lec M 5:30pm-7:20pm 316B Walley
8/24 - 12/14
2D Lec W 10:00am-11:40am 316B Walley
8/26 - 12/16
Fees: $50
Prerequisite: ENG 101 and 30 hours of college course work.

History

HIS-103 Early Western Civilization 3 credits
1D Lec M W F 10:00am-10:50am 336C Kasprowicz
8/24 - 12/14
NR Lec Online Gatyas
8/24 - 12/18
The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select HIS 103 or contact Kenton Gatyas at kenton.gatyas@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

HIS-104 Modern Western Civilization 3 credits
1E Lec M W F 11:00am-11:50am 336C Kasprowicz
8/24 - 12/16
22 Lec Th 6:30pm-9:30pm 336C Kasprowicz
8/27 - 12/17
NR Lec Online Gatyas
8/24 - 12/18
The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select HIS 103 or contact Kenton Gatyas at kenton.gatyas@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

HIS-105 American History to 1865 3 credits
1F Lec Tu Th 12:30pm-1:45pm 336C Gatyas
8/25 - 12/17
2E Lec Tu Th 11:00am-12:15pm 336C Gatyas
8/25 - 12/17

HIS-106 American History From 1865 3 credits
1E Lec M W F 11:00am-11:50am 333C Burns
8/24 - 12/16
22 Lec Tu 6:30pm-9:15pm 336C Gatyas
8/25 - 12/15

Humanities

HUM-150 Humanities Through the Arts 3 credits
1E Lec M W F 11:00am-11:50am 106C Staff
8/24 - 12/18
2G Lec M W F 1:00pm-1:50pm 336C Staff
8/24 - 12/16
3B Lec Tu Th 8:00am-9:15am 177C Staff
8/25 - 12/17
42 Lec Th 6:30pm-9:20pm 106C Stefanski
8/27 - 12/17

HUM-153 Survey of Film History 3 credits
NR Lec Online Zukauskas
8/24 - 12/18

The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select HUM 153 or contact Karolis Zukauskas at karolis.zukauskas@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

HUM-154 Latin American Culture 3 credits
1G Lec M W 1:00pm-2:15pm 204D Miculinic
8/24 - 12/16
2F Lec Tu Th 2:30pm-3:45pm 226C Romero-Yuste
8/25 - 12/17
3H Lec Tu Th 2:00pm-3:15pm 325C Martino
8/25 - 12/17
42 Lec M 6:30pm-9:30pm 275C Andujar
8/24 - 12/14

Journalism

JRN-106 Mass Media 3 credits
1E Lec M W F 11:00am-11:50am 175C Mohr
8/24 - 12/16
Prerequisite: English Placement Test.
Law Enforcement

LAW-101 Intro to Law Enforcement  
1D Lec M W F 10:00am-10:50am 106C  
8/24 - 12/14  
NR Lec Online Moreno  
8/24 - 12/18  

The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select HIS 101 or contact Benjamin Moreno at Benjamin.moren0@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

LAW-102 Intro to Criminology  
1C Lec Tu Th 9:30am-10:45am 105C  
8/25 - 12/17  
21 Lec Tu 6:00pm-8:45pm 330C  
8/25 - 12/15  

LAW-104 Police Ops and Procedures I  
1E Lec Tu Th 11:00am-12:15pm 330C  
8/25 - 12/17  
21 Lec Th 6:00pm-8:45pm 105C  
8/27 - 12/17  

LAW-105 Administration of Justice  
11 Lec Tu 6:00pm-8:45pm 106C  
8/24 - 12/15  

LAW-201 Police Ops and Procedures II  
1C Lec Tu Th 9:30am-10:45am 204D  
8/25 - 12/17  

LAW-202 Juvenile Delinquency  
1F Lec Tu Th 12:30pm-1:45pm 105C  
8/25 - 12/17  
21 Lec Tu 6:00pm-8:45pm 105C  
8/25 - 12/15  

LAW-203 Law Enforcement & Comm Relatio  
21 Lec W 6:00pm-8:45pm 106C  
8/26 - 12/16  
31 Lec M 6:00pm-8:45pm 202D  
8/24 - 12/14  

LAW-204 Criminal Law 13 credits  
1F Lec M W 12:00pm-1:30pm 177C  
8/24 - 12/14  
2K Lec Tu Th 4:30pm-5:45pm 105C  
8/25 - 12/17  

Mathematics

MAT-080 Mathematics Fundamentals  
1B Lec M W F 8:00am-8:50am 325C  
8/24 - 12/14  
3L Lec M W 4:30pm-5:45pm 327C  
8/24 - 12/14  
4B Lec Tu Th 8:00am-9:15am 330C  
8/25 - 12/17  
5C Lec Tu Th 9:30am-10:45am 330C  
8/25 - 12/17  
6J Lec M W 3:00pm-4:15pm 325C  
8/24 - 12/16  

MAT-093 Intensive Elementary Algebra  
1E Lec M Tu W Th 11:00am-11:50am 327C  
8/24 - 12/16  
2C Lec M Tu W Th 12:00pm-12:50pm 327C  
8/24 - 12/17  
3D Lec M Tu W Th 1:00pm-1:50pm 327C  
8/24 - 12/17  

Visit morton.edu for the most up-to-date information.
CR1 Lec M W 8:00am-8:50am 201D Russo-Neri
8/24 - 12/14
Fees: $40
Prerequisite: MAT 080 or MAT 090 or a qualifying score on the Math Placement Test

MAT-096 General Education Math Support 2 credits
CR1 Lec M W 8:00am-8:50am 201D Tomchek
8/24 - 12/14
CR2 Lec Tu Th 11:00am-11:50am 325C Dharwadkar
8/25 - 12/17
CR3 Lec M W 1:00pm-1:50pm 201D Tomchek
8/24 - 12/16
CR4 Lec M W 4:30pm-5:20pm 325C Alexandru
8/24 - 12/16
Corequisite: MAT-102

MAT-097 Intermediate Algebra Support 3 credits
NR Lec Online Dharwadkar
8/24 - 12/18

The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select MAT 097 or contact mihir.dharwadkar@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped.

CR1 Lec M Tu W Th 9:00am-9:50am 201D Tomchek
8/24 - 12/17
CR2 Lec M Tu W Th 12:00pm-12:50pm 325C Dharwadkar
8/24 - 12/17
CR3 Lec M Tu W Th 2:00pm-2:50pm 201D Tomchek
8/24 - 12/17
CR4 Lec M W 5:30pm-7:10pm 325C Alexandru
8/24 - 12/16
Prerequisite: Successful completion of MAT 085 or MAT 095 or qualifying placement

MAT-105 College Algebra 4 credits
1D Lec M Tu W Th 10:00am-10:50am 201D Sanchez
8/24 - 12/17
2C Lec Tu Th 4:15pm-6:25pm 327C Staff
9/8 - 12/17
3G Lec M Tu W Th 1:00pm-1:50pm 325C Dharwadkar
8/24 - 12/17
4F Lec M W 12:00pm-1:40pm 330C Casey
8/24 - 12/14
62 Lec M W 6:30pm-8:10pm 327C Sanchez
8/24 - 12/14
NR Lec Online Spaniol
8/24 - 12/18

The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select MAT 105. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped.

CR1 Lec M Tu W Th 11:00am-11:50am 201D Sanchez
8/24 - 12/17
CR2 Lec M Tu W Th 10:00am-10:50am 327C Paez
8/24 - 12/17
CR3 Lec Tu Th 5:50pm-7:30pm 201D Russo-Neri
8/25 - 12/17
The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select MAT 141 or contact Carlos Dominguez at carlos.dominguez@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped.

Prerequisite: Former course MAT 086. MAT 102, MAT 105 or qualifying placement.
Corequisite: MAT 098

MAT-181 Discrete Mathematics  3 credits
1L Lec  M W  5:00pm-6:15pm  204D  Dominguez
8/24 - 12/16
Prerequisite: MAT 105 with a minimum grade of "C" or qualifying placement.

MAT-201 Calculus I  5 credits
1G Lec  Tu Th  12:30pm-2:45pm  330C  Casey
8/25 - 12/17
Prerequisite: MAT 105 and MAT 110 with grade of "C" or qualifying placement.

MAT-202 Calculus II  5 credits
1H Lec  M W  2:00pm-4:15pm  330C  Casey
8/24 - 12/14
Prerequisite: Grade of "C" or better in MAT 201.

MAT-224 Calculus for Business & Soc Sc  4 credits
NR Lec  Online  Dominguez
8/24 - 12/18
Prerequisite: Grade of "C" or better in MAT 105 or qualifying placement.

The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select MAT 102 or contact Carlos Dominguez at carlos.dominguez@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped.

Prerequisite: Grade of "C" or better in MAT 105 or qualifying placement.
Music

**MUS-100**  Music Appreciation  3 credits

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**MUS-106**  Trends Modern American Music  3 credits

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**MUS-108**  World Music Survey  3 credits

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<th>Time</th>
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The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select MUS 108. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

**MUS-123**  Popular Music Ensemble  1 credit

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**MUS-130**  Private Applied Piano Music Major  2 credits

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**MUS-131**  Private Applied Piano Non-Major  1 credit

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**MUS-132**  Private Applied Voice Music Major  2 credits

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**MUS-133**  Priv. Applied Voice Music No-M  1 credit

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**MUS-134**  Private Applied Guitar Music Major  2 credits

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**MUS-160**  Private Applied Piano Music Major  2 credits

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**MUS-161**  Private Applied Piano Non-Major  1 credit

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**MUS-230**  Private Applied Piano Music Major  2 credits

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### MUS-231 Private Applied Piano Non-Major

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Fees: $250

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Fees: $250

### MUS-238 Private Applied Strings Major

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Fees: $450

### MUS-239 Private Applied Strings Non-Ma

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Fees: $250

### Nursing

#### NUR-105 Basic Nursing Assistant Training

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Fees: $200

Prerequisite: Placement testing scores of 64 or higher for English/Reading with two (2) attempts at passing.

#### NUR-107 Foundations of Nursing Practice I

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#### NUR-108 Foundations of Nursing Practice II

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Visit morton.edu for the most up-to-date information.
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<td>Lab</td>
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**NUR-110 Clinical Judgement in Nursing** 2 credits

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**NUR-206 Medical-Surgical Nursing** 10 credits

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Fees: $300
Prerequisite: NUR-107 and NUR-108
Office Management Technology

OMT-102  Keyboarding & Doc Formatting 2 credits
NR  Lec  Online  Fabiyi
8/31 - 12/14
Fees: $25

The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select OMT 102 or contact Edith Fabiyi at edith.fabiyi@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

OMT-127  Electronic Recordkeeping 3 credits
H1  Lec  Th  6:00pm-7:45pm  324B  Fabiyi
Lec  HYB  Online
8/27 - 12/17
Prerequisite: OMT 102 or 140 or concurrent enrollment

HYBRID COURSES—a portion of these courses are offered via the face-to-face with the other portion of the course meeting online. You can use the Morton College Internet system for any of these classes if you do not have Internet access at home. You will receive instructions the first day of class. To get started with Hybrid courses, log on to morton.edu. Click Online Courses. These courses are not self-paced and are designed for students who can work with minimal direction and have computer skills. These courses start the first week of the semester. If at any point in the semester you are not keeping up, you will be dropped from the course.

OMT-129  The Digital Workplace 3 credits
H1  Lec  Sa  9:00am-1:00pm  324B  Fabiyi
8/29 - 10/17

HYBRID COURSES—a portion of these courses are offered via the face-to-face with the other portion of the course meeting online. You can use the Morton College Internet system for any of these classes if you do not have Internet access at home. You will receive instructions the first day of class. To get started with Hybrid courses, log on to morton.edu. Click Online Courses. These courses are not self-paced and are designed for students who can work with minimal direction and have computer skills. These courses start the first week of the semester. If at any point in the semester you are not keeping up, you will be dropped from the course.

OMT-131  Introduction to Windows 1 credit
NR  Lec  Online  Fabiyi
9/14 - 10/16

The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select OMT 131 or contact Edith Fabiyi at edith.fabiyi@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

OMT-140  Office Orientation 3 credits
H1  Lec  Sa  9:00am-1:00pm  324B  Fabiyi
Lec  HYB  Online
10/24 - 12/12

HYBRID COURSES—a portion of these courses are offered via the face-to-face with the other portion of the course meeting online. You can use the Morton College Internet system for any of these courses if you do not have Internet access at home. You will receive instructions the first day of class. To get started with Hybrid courses, log on to morton.edu. Click Online Courses. These courses are not self-paced and are designed for students who can work with minimal direction and have computer skills. These courses start the first week of the semester. If at any point in the semester you are not keeping up, you will be dropped from the course.

OMT-206  Presentation Software Fundamentals 1 credit
H1  Lec  Tu  8:00am-9:30pm  324B  Ruiz
Lec  HYB  Online
9/1 - 10/13

HYBRID COURSES—a portion of these courses are offered via the face-to-face with the other portion of the course meeting online. You can use the Morton College Internet system for any of these classes if you do not have Internet access at home. You will receive instructions the first day of class. To get started with Hybrid courses, log on to morton.edu. Click Online Courses. These courses are not self-paced and are designed for students who can work with minimal direction and have computer skills. These courses start the first week of the semester. If at any point in the semester you are not keeping up, you will be dropped from the course.

OMT-207  Presentation Software Advanced 2 credits
NR  Lec  Online
10/20 - 12/15
Prerequisite: OMT-206

The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select OMT 207 or contact ruben.ruiz@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

OMT-210  Word Processing Fundamentals 1 credit
11  Lec  Tu  6:00-7:55pm  324B  Ruiz
Lec  HYB  Online
9/1 - 10/13

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OMT-211 Word Processing Software Adv | 2 credits
---|---
NR Lec Online | Ruiz
10/20 - 12/15
Prerequisite: OMT-210

The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select OMT 211 or contact ruben.ruiz@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

OMT-242 Business Communications | 3 credits
---|---
1C Lec M W F 9:00am-9:50am | Fabiyi
8/24 - 12/16
22 Lec Th 6:30pm-9:15pm | Moreno
8/27 - 12/17
Prerequisite: OMT 102 or OMT 140 and recommend ENG 084 for OMT students. Recommend BUS 111 for Business students.

OMT-253 Successful Career & Life Strategies | 2 credits
---|---
12 Lec M 5:30pm-7:20pm | Walley
8/24 - 12/14
2D Lec W 10:00am-11:40am | Walley
8/26 - 12/16
Prerequisite: ENG 101 and 30 semester hours of college course work.

**Philosophy**

PHI-125 World Religions in Global Context | 3 credits
---|---
1F Lec M W F 12:00pm-12:50pm | Abrahamson
8/24 - 12/14
2A Lec M W F 8:00am-8:50am | Spoleti
8/24 - 12/14
3C Lec Tu Th 9:30am-10:45am | Traver
8/25 - 12/17
4E Lec Tu Th 11:00am-12:15pm | Traver
8/25 - 12/17
NR Lec Online | Abrahamson
8/24 - 12/18

The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select PHI 125 or contact maura.abrahamson@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

**Physical Education - Activity Classes**

PEC-171 Physical Fitness | 1 credit
---|---
G4 Lab | 116E Halmon
8/24 - 12/18
Fees: $20

PEC-172 Advanced Physical Fitness | 1 credit
---|---
G4 Lab | 116E Halmon
8/24 - 12/18
Fees: $20
Prerequisite: PEC-171

**Physical Education - Health**

PEH-101 Personal & Community Health | 2 credits
---|---
1C Lec M W 9:00am-9:50am | 178C Thelemaque
8/24 - 12/16
2F Lec Tu Th 12:30pm-1:20pm | 275C Halmon
8/25 - 12/17

PEH-102 First Aid | 2 credits
---|---
2C Lec Tu Th 9:30am-10:20am | 275C Halmon
8/25 - 12/17
3E Lec M W 11:00am-11:50am | 275C Halmon
8/24 - 12/16
4F Lec M W 12:30pm-1:20pm | 275C Sanei
8/24 - 12/16
### Physical Therapist Assistant

#### PHT-101 Medical Terminology/Clinicians  
2 credits  
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#### PHT-105 Therapeutic Modalities I  
1 credit  
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*Prerequisite: Acceptance into PTA program.*

#### PHT-111 Patient Mgt Basic Skills/PTA  
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*Prerequisite: Acceptance into PTA program.*

#### PHT-112 Princ. of Pract. I: Intro to Pt  
2 credits  
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*Prerequisite: Acceptance into PTA program.*

#### PHT-113 Introduction to Disease  
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*Prerequisite: Acceptance into PTA program.*

#### PHT-114 Fundamentals of Kinesiology I  
4 credits  
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*Prerequisite: Acceptance into PTA program.*

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**Visit morton.edu for the most up-to-date information.**
FALL 2020 SCHEDULE

PHT-212  Syst & Interv I: Neurology  3 credits
1F  Lec M  12:00pm-4:50pm  320C  Reft
    Lab M  12:00pm-4:50pm  317B
     8/24 - 12/14
2B  Lec F  8:00am-12:50pm  320C  Reft
    Lab F  8:00am-12:50pm  317B
     8/24 - 12/18
Fees: $40
Prerequisite: Successful completion of 1st yr in PTA program.

PHT-217  Clinical Internship  3 credits
1C  Lec M  9:00am-10:50am  320C  Reft
    Lab M Tu W Th F  8:30am-4:30pm  1AFF  Reft
    Lec M  9:00am-10:50am  317B  Reft
     8/24 - 12/14
Fees: $65
Prerequisite: Successful completion of 1st yr in PTA program.

PHT-218  Cardio Pulmon & Integmnt Mgt  2 credits
1B  Lec/Lab Tu  11:00am-2:50pm  323C  Gilmartin
     8/25 - 12/15

Fees: $40
Prerequisite: Successful completion of 1st yr in PTA program.

**You MUST ATTEND one of the following sessions in the Fitness Center, Room 116E. PEC 171 students must come dressed in workout clothes.

New Fitness Students (PEC 171)

Date
Monday, Aug. 17  2 p.m.  3 p.m.
Tuesday, Aug. 18  5 p.m.  6 p.m.
Wednesday, Aug. 19  2 p.m.  3 p.m.
Thursday, Aug. 20  6 p.m.  7 p.m.

Courses for First Time Enrollees
PEC 171 G1  Physical Fitness  graded
Fees: $20
*PEC 171  Students must come dressed in workout clothes.

Courses for Returning Students
PEC 172 G1  Advanced Physical Fitness  graded
Fees: $20
PEC 173 G1  Weight Training  graded
Fees: $20

Prerequisite: Successful completion of 1st yr in PTA program.

Physics

PHY-100  Fundamentals of Physics  3 credits
1G  Lec F  1:00pm-2:50pm  318C  Staff
    Lab Th  2:00pm-4:40pm  318C
     8/27 - 12/17
Fees: $30
Prerequisite: MAT 105

PHY-101  General Physics I  5 credits
1B  Lec M  8:00am-11:00am  318C  Casey
    Lab W  8:00am-11:00am  318C
     8/24 - 12/16
Fees: $30
Prerequisite: MAT 201 or concurrent enrollment

POL-201  US Natl Government  3 credits
1B  Lec Tu Th  8:00am-9:15am  333C  Sun
     8/25 - 12/17

Prerequisite: Successful completion of 1st yr in PTA program.

Fees: $20

Courses for Returning Students

PEC 172 G1  Physical Fitness  graded
Fees: $20

Courses for First Time Enrollees

Friday, Aug. 21  6 p.m.  7 p.m.
Saturday, Aug. 22  12:00pm-1:00pm
Sunday, Aug. 23  12:00pm-1:00pm

Fees: $20

Courses for Returning Students

PEC 173 G1  Weight Training  graded
Fees: $20

Prerequisite: Successful completion of 1st yr in PTA program.

Physiology

PHY-201  Fundamentals of Physiology  3 credits
1G  Lec F  1:00pm-2:50pm  318C  Staff
    Lab Th  2:00pm-4:40pm  318C
     8/27 - 12/17
Fees: $30
Prerequisite: MAT 105

PHY-202  General Physiology I  5 credits
1B  Lec M  8:00am-11:00am  318C  Casey
    Lab W  8:00am-11:00am  318C
     8/24 - 12/16
Fees: $30
Prerequisite: MAT 201 or concurrent enrollment

Political Science
The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select POL 201 or contact Kenton Gatyas at kenton.gatyas@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped. Book is required first day of class. Allow 3 weeks if you are ordering the book online.

Psychology

**PSY-101 Intro to Psychology** 3 credits

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<td>177C Schmitt</td>
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Prerequisite: College level reading/writing skills recommended.

**PSY-201 Social Psychology** 3 credits

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Prerequisite: SOC-100 or PSY-101 or permission of instructor

**PSY-202 Abnormal Psychology** 3 credits

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Prerequisite: PSY 101 or instructor permission

**SOC-100 Intro to Sociology** 3 credits

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**SOC-101 The Family** 3 credits

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**SOC-102 Social Problems** 3 credits

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**SPE-101 Principles of Public Speaking** 3 credits

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<td>Intro to Welding Processes</td>
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<td>Basic Arc Welding/Cutting I</td>
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<td>WEL-112</td>
<td>Basic Arc Welding/Cutting II</td>
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**HYBRID COURSES** — a portion of these courses are offered via the face-to-face with the other portion of the course meeting online. You can use the Morton College Internet system for any of these classes if you do not have Internet access at home. You will receive instructions the first day of class. To get started with Hybrid courses, log on to morton.edu. Click Online Courses. These courses are not self-paced and are designed for students who can work with minimal direction and have computer skills. These courses start the first week of the semester. If at any point in the semester you are not keeping up, you will be dropped.

### Supply Chain Management

**SCM-104 Warehouse & Distribution**

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**Notes:**
- The above course is offered via the internet. You can use the Morton College Internet system if you do not have Internet access at home. You will have access to the instructor by E-mail. To get started with this course, log on to the Morton College Web-site at www.morton.edu. Click Online courses and select MAT 102 or contact Carlos Dominguez at carlos.dominguez@morton.edu. This is not a self-paced course. The course starts the first day of the semester. Assignments are due the first week. If at any point in the semester you are not keeping up, you will be dropped.
FALL 2020 FINAL EXAMINATION SCHEDULE

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<tr>
<th>MONDAY 14-Dec</th>
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Samples:
- If your class meets on MWF at 9:00am, your exam will be in the same classroom at 9:00am on Wednesday.
- If your class meets on TR at 9:30, your exam will be in the same classroom at 9:00; 12:30 class - exam at 1:00 pm
- If your class meets on MWF at 1:00 pm, your exam will be in the same classroom at 1:00pm on Wednesday.

Exam periods are generally one hour and 45 minutes long.
Exams for evening classes meeting once a week will be held on the first scheduled evening during this week.
4:30 - TR class - Exam @ 5pm; 6:30 PM - TR class - Exam @ 7 PM - Tuesday
4:30 - MW Class - Exam @ 5 PM; 6:30 p.m. MW Class - Exam @ 7 PM - Wednesday
8 PM OR LATER - MW classes - HOLD EXAM MONDAY @ 8 PM & TR classes - HOLD EXAM THURSDAY @ 8 PM
Exams for Friday-only and weekend classes will be held on these dates: (Friday, Dec 18th; Saturday, Dec. 12th; or Sunday, Dec. 13th-regular class time) Any make-up testing must be arranged with individual instructors.
ADULT EDUCATION

Adult Education classes are for students who want to develop basic reading, writing or math skills, earn a high school equivalency certificate (HSEC), improve their English language skills or prepare for the United States/Illinois Constitution test. Courses include ABE (Adult Basic Education), ASE (Adult Secondary Education) and ESL (English as a Second Language). i-Pathways is another option for eligible students. It is a web-based preparation course for the HSEC tests.

Bridge programming is available for eligible adult education students interested in entering the health care field. This coursework teaches basic skills in the context of the field of health care. Eligible students interested in earning a certificate in Automotive Maintenance and Light Repair will soon be able to participate in a program called I-CAPS (Integrated Career and Academic Preparation Systems).

For more information about adult education programs or the class schedule, contact the Program Support Specialist at ext. 2407.

Another program within the adult education area is Project CARE, an adult literacy tutoring program, which is funded by the Illinois State Library (ISL), a division of the Office of the Secretary of State, using funds designated for literacy. Eligible students for these services are adults whose reading or numeracy skills are below the high school level or adults needing improvement with their English skills. These students are matched with a trained adult volunteer tutor, and there is no charge for this service. For more information about tutoring assistance or to volunteer to become a tutor, contact Project CARE at ext. 2383.

For the purposes of compliance with Section 511 of Public Law 101-166 (Stevens Amendment), approximately 37% of the FY17 funding for Adult Education came from federal sources. The total amount of federal funding received in FY17 was $465,110.

COMMUNITY AND CONTINUING EDUCATION

Community and Continuing Education non-credit programs reflect the latest industry and real-world development trends and offer exciting learning opportunities for our diverse community. These non-credit classes focus on students’ specific interests, and allow them to reach a personal goal, whether that is employment, entertainment, or social engagement, in a short amount of time.

Community Education programs target students who are looking to develop their interests and hobbies, like Ceramics, Yoga, or Auto Maintenance. Morton College offers a review class for the college placement test, Summer STEAM and sport programs for young learners and Skills for Daily Living program for adults with mild to moderate intellectual disabilities.

Continuing Education program offers non-credit certificates for job seekers in industries with high-demand positions, including Healthcare, Hospitality, and Logistics & Transportation. Students who earn an employer-recognized certificate are much more likely to find steady employment in the industry of their choice. The certificate courses are also for professionals already working in the field who are looking to advance their careers.

REGISTRATION

In person: Admissions & Records Office, Building B 1st floor
Online: http://web-adv.morton.edu Select Community Service Self-Service. Insert Course Code.
For more information and course details contact: Community & Continuing Education Office at 708.656.8000 X 2383, continuing.education@morton.edu
CERAMICS

Create your own pottery using hand-built and wheel techniques

Open to all levels

Come to class with an apron or smock, and be prepared to HAVE SOME FUN!

CFT 002 01
Tuesdays
Sept. 15 - Nov. 3
6:30pm-8:30pm

CFT 002 02
Wednesdays
Sept. 23 - Nov. 18
Noon-2:00pm

Registration
In person: Office of Admissions & Records, Building B 1st floor
Online: http://web-adv.morton.edu
Select Community Service Self-Service
**Fall 2020 Community and Continuing Education Courses**

**Community Education**

- **Yoga  FIT 001**
  Through group and individual yoga routines, postures are practiced to align, strengthen and promote flexibility in the body. Breathing techniques and meditation are also integrated. The class puts an emphasis on simplicity, repetition, and ease of movement. Full-body relaxation and balance are the goals, as the students make a full circuit of the body's range of motion with standing postures, twists, backbends, forward folds, and hip openers.

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- **Modern Dance  FIT 003**
  Modern Dance class will introduce students to a variety of contemporary dance styles including jazz, classical, modern and improvisation. Classwork develops efficient alignment, strength, flexibility, coordination, rhythm, dynamics and spatial awareness. No experience necessary.

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- **Spanish Basics  LAN 002**
  Spanish Basics focuses on the four key areas of foreign language study: listening, speaking, reading, and writing. The emphasis is on meeting the needs of the diverse student population and incorporating the Spanish language in everyday life. Students will learn Spanish phonemes and basic vocabulary including numbers, colors and greetings.

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- **ACCUPLACER Review for Language Arts  TST 002**
  This class will focus on Language Arts skills needed for the ACCUPLACER(college placement test). It will review reading comprehension strategies, sentence relationships, sentence structure and construction shifts.

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- **ACCUPLACER Review for Mathematics  TST 003**
  This class will focus on Mathematics skills needed for the ACCUPLACER(college placement test). The elementary algebra review will include integers, rational numbers, absolute value, algebraic expressions, rational roots, exponents and more.

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- **Auto Maintenance  MEC 001**
  This course covers the operation of various auto systems with an emphasis on preventive maintenance. Students will have the chance to work on their own automobile in the college's auto shop.

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- **Ceramics  CFT 002**
  Students will create and design their own pottery using hand-built and wheel-thrown techniques in a class appropriate for entry-level artists. Glazing and some decorating will also be covered. Come to class with an apron or smock, and be prepared to HAVE SOME FUN!

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FORKLIFT OPERATOR TRAINING

Interactive presentations, hands on skill evaluations and a final examination. Meets all OSHA requirements.

All classes are on Tuesdays, 8 a.m. - 2 p.m.

MEC 002 01: Sep. 22
MEC 002 02: Oct. 27
MEC 002 03: Nov. 24

Fee: $225

Location:
Equipment Depot, 281 Shore Drive, Burr Ridge, IL

REGISTRATION:
IN PERSON: OFFICE OF ADMISSIONS & RECORDS, BUILDING B, 1ST FLOOR
ONLINE: HTTP://WEB-ADV.MORTON.EDU SELECT COMMUNITY SERVICE SELF-SERVICE

Visit morton.edu for the most up-to-date information.
LEARN ABOUT PREVENTIVE MAINTENANCE & WORK ON YOUR CAR IN THE MC AUTO SHOP

AUTO MAINTENANCE
MEC 001

MEC 001 01: SAT. SEP. 26- NOV. 14, 8:30AM-11:30AM
MEC 001 02: MON. OCT. 26- DEC. 14, 6:00PM-9:00PM

REGISTRATION
IN-PERSON: OFFICE OF ADMISSIONS & RECORDS, BUILDING B, 1ST FLOOR
ONLINE: HTTP://WEB-ADV.MORTON.EDU. SELECT COMMUNITY SERVICE SELF-SERVICE
### Skills for Daily Living  SND 004

This course is designed to help students with mild to moderate learning delays develop and expand life enrichment skills. The class will be student driven; instructors will address various academic, social and fitness skills based on those enrolled in the class.

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Time</th>
<th>Location</th>
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<tbody>
<tr>
<td>SND-004 Skills for Daily Living</td>
<td>8/24 - 9/9</td>
<td>277C</td>
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<tr>
<td></td>
<td>9/21 - 10/7</td>
<td>277C</td>
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<td>10/19 - 11/4</td>
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<td>11/16 - 12/9</td>
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### Veterinary Assistant  VET 001

The Veterinary Assistant Program will teach students how to care for sick and injured animals in a veterinarian office, clinic or animal hospital. Students will learn client relations, office and hospital procedures, animal nursing, exam room procedures (hospital sanitation, weight, temperature, pulse, respiration), animal handling and restraining and preventative care protocols, surgical prep and assisting, laboratory procedures, radiology and pharmacology. This is a NAVTA (National Association of Veterinary Technicians in America) approved Veterinary Assistant program.

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Time</th>
<th>Location</th>
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<tbody>
<tr>
<td>VET-001 Veterinary Assistant</td>
<td>9/21 - 3/15</td>
<td>176C</td>
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</tbody>
</table>

### Food Service Sanitation Certification  FSS 001

This course will give students the education needed to receive a certification as a food service sanitation manager. With this certification, one will be able to ensure that all food safety practices are being maintained at all times during the handling of food and its surfaces. This certificate is a national certificate that meets the requirements in the state of Illinois and others throughout the country.

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<tr>
<th>Course Title</th>
<th>Time</th>
<th>Location</th>
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<tbody>
<tr>
<td>FSS-001 Food Service Sanitation Certification</td>
<td>9/8 - 9/10</td>
<td>176C</td>
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<td>10/17 - 10/24</td>
<td>175C</td>
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<td>11/17 - 11/19</td>
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### Forklift Operator Training  MEC 002

All forklift (AKA powered industrial truck) operators must receive safety training in 22 sections covering both truck related and workplace related topics. This class will provide all that through interactive presentations, hand-on skill evaluations and a final examination. This training meets all OSHA requirements.

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<thead>
<tr>
<th>Course Title</th>
<th>Time</th>
<th>Location</th>
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<tbody>
<tr>
<td>MEC-002 Forklift Operator Training</td>
<td>9/22</td>
<td>Equipment Depot, Room 100</td>
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<tr>
<td></td>
<td>10/27</td>
<td>Equipment Depot, Room 100</td>
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<tr>
<td></td>
<td>11/24</td>
<td>Equipment Depot, Room 100</td>
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</tbody>
</table>

Visit morton.edu for the most up-to-date information.
ONLINE CAREER TRAINING PROGRAMS

Every course on this page includes an expert instructor.
All can be taken from the convenience of your home or office.

CAREER TRAINING COURSES:
careertraining.ed2go.com/morton

Clinical Dental Assistant
In this course, you will learn about anatomy, physiology, preventive dentistry, patient care and communication, radiology, pharmacology, anesthesia, assisting in specialty practices and employment strategies. You will have the opportunity to apply for an externship, where you will get real-life clinical assistant experience.

CCA Medical Billing and Coding
CCA Medical Billing and Coding will prepare you for an entry-level career within the healthcare industry. You’ll learn current medical coding standards, to help you accurately track patient accounts and find gainful employment within this growing workforce sector.

Human Resources Professional
This course explores the foundational aspects of HR, including human resource laws, hiring disciplines, and labor relations. You will learn industry-recognized practices that align with the Human Resource Certification Institute (HRCI) and the Society for Human Resource Management (SHRM).

Web Design Professional
This course will teach you foundational web design skills. You will first learn best practices for the technologies that drive web functionality: HTML, CSS, and JavaScript. You will then learn Creating, Styling, and Validating Forms, and take a deep dive into Bootstrap to further your knowledge of web development. Finally, you will learn how to use the tools of the trade: Adobe Photoshop, Dreamweaver, and Animate.

Electrical Technician
If you’re looking for a stable career that is important in the everyday lives of people around you, this course could be just right for you. The course provides an intensive overview of the skills necessary for electrical maintenance, including math, inspection, safety, quality, electrical systems, automation, motor controls, and assembly.

Maintenance Technician
This online Maintenance Technician course is an intensive overview of skills necessary for manufacturing maintenance from the basic principles of power transfer and rigging safety to PLCs and robotics that will provide you with the knowledge and skills you need to begin a successful career.

Home Inspection Certificate
The Home Inspection Certificate Course covers the principal components, procedures, and processes of home inspection. This course has also been approved by the American Society of Home Inspectors (ASHI) and various home inspector organizations and regulatory boards for membership renewal credits or continuing education credits.

Freight Broker/Agent Training
Written by freight brokerage specialists, this freight broker course will provide you with the knowledge and resources needed to break into the shipping industry. From transportation law, contracts, and insurance, to setting up and running your own business.

FUNDAMENTAL COURSES:
www.ed2go.com/morton

Project Management
Prepare for the Project Management Institute’s Project Management Professional (PMP) certification exam. This course will help you master the content in the first seven chapters of the PMBOK Guide and discover tips and techniques related to questions you will experience on the actual PMP exam.

Accounting Fundamentals
Gain a solid foundation of accounting with hands-on experience. This course will provide you the essentials of double-entry bookkeeping as you learn to properly analyze and record receivables, payables, payroll, taxes and common banking activities within professional accounting documents.

Medical Terminology: A Word Association Approach
If you have ever had trouble memorizing medical terms, this course (and word association approach) is for you. You will learn medical terminology from an anatomical approach with the origin, a combined form, and an example of non-medical everyday usage provided for each root term.

Discover Sign Language
Gain confidence in your ability to sign with the Deaf community. This course immerses you in silence to help you gain an understanding of the perspective of the hearing impaired and uses videos to demonstrate not only how to make signs, but how to communicate with facial expression.

Introduction to Microsoft Excel 2019/365
Learn to quickly and efficiently use Microsoft Excel 2019/Office 365 as you discover dozens of shortcuts and tricks for setting up fully formatted worksheets. This course, taught by an experience Microsoft Excel instructor, provides in-depth knowledge for beginners that will have you using Excel like a pro.

QuickBooks 2017 Series
Learn to manage the financial aspects of your small business quickly and efficiently with this powerful accounting software program. QuickBooks is designed especially for the small- to midsized-business owner who needs a fully functional accounting system that is also easy to use.

For more information and course details contact:
Community & Continuing Education Office at 708.656.8000 X 2383, continuing.education@morton.edu

Several new courses launch every month!
Visit our website careertraining.ed2go.com/morton and ed2go.com/morton to browse the entire catalog.
## Final Course Schedule

<table>
<thead>
<tr>
<th>Time</th>
<th>Monday</th>
<th>Tuesday</th>
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Name: ____________________________________________________________

____________________________________________________________________

Address:____________________________________________________________

City: ___________________ State: _______________ Zip: _______________

Phone Number: ___________________ E-mail address: ___________________

• New Student Information Form
• Course schedule
• Morton College catalog
• Scholarships and financial aid
• Project CARE
• Adult Volunteer Literacy Program
• Continuing Education and Community Service Courses

Please check all that apply:

Do you plan to attend Morton College?
If so, when:
o FALL _______________ o SPRING ____________ o SUMMER ___________
               (Year)              (Year)              (Year)

Name of high school attended: _______________________________________ 

Year of graduation: _______________ Last school attended: __________________

Your Feedback
Morton College is your community college and we know how important it is to you. We welcome your suggestions for courses, seminars and other activities. Please indicate below any ideas for additional courses you would like to see offered.

____________________________________________________________________
____________________________________________________________________
____________________________________________________________________
____________________________________________________________________

Did You Know?
New classes are added to our schedule throughout the semester. We also offer several one-time only seminars for the fall and spring semesters.

For the most up-to-date information, visit morton.edu or call (708) 656-8000, Ext. 2346.

MAIL THIS FORM TO:
Office of Admissions and Records
3801 South Central Avenue • Cicero, IL 60804
DIRECTIONS TO MORTON COLLEGE

BY CAR
Eisenhower Expressway (Interstate 290) East and Westbound, exit Austin Boulevard or Laramie Avenue and head south to Pershing Road. Stevenson Expressway (Interstate 55) North and Southbound, exit Central Avenue and head north.

BY BUS
Pace Bus Routes 314, 315 and 316 stops at Morton College. Pace Route 305 continues as 316 at the CTA Blue Line Cicero Station before heading to Morton College. The routes do connect with the CTA’s Pink, Blue and Green lines, go to www.pacebus.com for real-time information.

BY TRAIN
Metra (Burlington Northern) from Chicago’s Union Station stops at Cicero Avenue (26th Street and Cicero Avenue in Cicero) and LaVergne Avenue (Windsor and Ridgeland avenues, Berwyn). Go to www.pacebus.com or www.metrarail.com for real-time information.

BY AIR
Midway Airport is five miles south of Morton College. O’Hare International is 17 miles northwest of Morton College.

FOR MORE INFORMATION
• Pace Bus: pacebus.com
• CTA: yourcta.com
• Metra: metrarail.com

Morton College
District 527
3801 S. Central Avenue
Cicero, IL 60804

MORTON COLLEGE
1924
VERITAS
<table>
<thead>
<tr>
<th>Event</th>
<th>Date/Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester Begins</td>
<td>August 24</td>
</tr>
<tr>
<td>100% Tuition Refund</td>
<td>8 calendar days after class begins</td>
</tr>
<tr>
<td>Labor Day Recess (College Closed)</td>
<td>September 5-7</td>
</tr>
<tr>
<td>50% Tuition Refund</td>
<td>9-16 calendar days after class begins</td>
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<tr>
<td>Columbus Day (College Closed)</td>
<td>October 124</td>
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<tr>
<td>Midterm Week</td>
<td>October 18-24</td>
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<tr>
<td>Graduation Petition Deadline</td>
<td>November 1</td>
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<tr>
<td>Veterans’ Day (College Open)</td>
<td>November 11</td>
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<tr>
<td>Thanksgiving Recess (College Closed)</td>
<td>November 26-29</td>
</tr>
<tr>
<td>Final Exam Week</td>
<td>December 12-18</td>
</tr>
<tr>
<td>Winter Recess Begins (No Classes)</td>
<td>December 19</td>
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</tbody>
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**AFFIRMATIVE ACTION AND EQUAL OPPORTUNITY POLICY**

Morton College does not discriminate on the basis of race, color, religion, national origin, gender, sexual orientation, age, marital status or disability in its educational, admissions or employment practices. For more information contact:

Title IX Coordinator/504 Coordinator  
3801 S. Central Avenue  
Cicero, IL 60804  
(708) 656-8000, Ext. 2298

**SEX OFFENDER REGISTRATION STATEMENT**

Pursuant to applicable state and federal laws pertaining to sex offender registration, sex offenders who by law must register with law enforcement officials who are students and/or employees of Morton College must also register with the Morton College Campus Police Department. The Morton College Campus Police Department is a keeper of information regarding registered sex offenders who are Morton College students and/or employees. Please direct all inquiries regarding information about said registered sex offenders, to Frank Marzullo, Director of Campus Safety/Inspector General.
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